

LOS ANGELES UNIFIED SCHOOL DISTRICT

FOOD SERVICES DAILY MILEAGE AND FLAT RATE REQUEST

| | | Pay Period: |
|----------|----------|-------------|
| Employee | Employee | Status: |
| No. | Name | Class Code: |
| Location | Location | |
| Code: | Name: | |
| Program | | |

Code:

Fund:

| Date | Nature of Work | FROM (School/Site) | (Scł | TO nool/Site) | Total Mileage | *Weight of Items Delivered and # of Students Served (if applicable) | |
|---|----------------|-----------------------|------|--------------------------------|------------------|---|--|
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| Total Mileage: | | | | | | | |
| I, certify the above information is a true and correct representation of the duties performed for the Division and the mileage shown is School Business Mileage, as defined in Board Rule 1532, and approve same for payment. | | | | | | | |
| Employee Signature: | | | | Manager, AFSS or RM Signature: | | | |
| Date: | | | | Date: | | | |

*Some employees may be entitled to a \$7 Daily Flat Rate for any day he/she transports food, beverage, food services supplies 75 lbs. or more. Employees should reference their respective Collective Bargaining Unit Agreement prior to making a claim.

