



## Graduate Student Association Mileage Log

This form needs to be completed if you are claiming personal car mileage reimbursement **for travel with more than one destination**. If you are claiming a simple to/from trip (i.e. Santa Cruz → Sacramento and back) then you do not need to complete this form.

Please print out and attach a single page *Google Maps* itinerary of all claimed mileage. To insure that you are using the correct mileage rates for your travel dates please check online at [http://financial.ucsc.edu/Pages/Travel\\_PersonalAuto.aspx](http://financial.ucsc.edu/Pages/Travel_PersonalAuto.aspx) - it is important to note that if your travel spans a long time period then your application may include different rates for separate trip segments. There is no longer a “standard airport rate” for Bay Area airports.

If you have any questions please contact the GSA Travel Grant Committee directly:  
[gsatravel@ucsc.edu](mailto:gsatravel@ucsc.edu)

Segment #	Dates		Origin	Destination	Mileage Rate	No. of Miles	Segment Reimbursement
	Start	Complete					
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
<b>Totals:</b>							

Please use the space below to explain any confusing portions of your mileage claim (optional):

← Check this box once you have printed and included your *Google Maps* itinerary.