



Town of Lake Mills, 1111 South Main Street, Lake Mills, WI 53551

Clerk's Office (920)648-5867 www.townoflakemills.org

Town of Lake Mills- Expense Log

Town Board Member/Employee's Name: _____

Address: _____

Phone Number: _____

Mileage Record

Date	Destination	Purpose	Starting Odometer	Ending Odometer	Total miles

Total Miles

Multiply by Rate per Mile (**2019 rate**)

Total amount due for mileage - add to total below

0.58

Expense Record

Date	Description	Please include the necessary receipts when submitting this request	Amount

Town Board Approval:

Expenses
Mileage costs +
Total Expenses

