THE OHIO STATE UNIVERSITY

Personal Vehicle Mileage Log

Traveler Name:	Unit Name:	Spend Authorization (SA) #:

DATE	Travel Business Detail	ROUND TRIP OR ONE-WAY	Departure Address/Location	Destination Address/Location	# MILES
		☐ RT ☐ OW			
		☐ RT ☐ OW			
		☐ RT ☐ OW			
		☐ RT ☐ OW			
		☐ RT ☐ OW			
		☐ RT ☐ OW			
		☐ RT ☐ OW			
		☐ RT ☐ OW			
		☐ RT ☐ OW			
		☐ RT ☐ OW			
		☐ RT ☐ OW			
				TOTAL MILES	