# Summer Reading Performer
# Mileage Reimbursement Request

This reimbursement request must be submitted by September 15. Reimbursement is only for library Summer Reading programs held between May 15th and August 31st. Per-mile reimbursement may not exceed the current IRS business mileage rate allowance found at: https://www.irs.gov/tax-professionals/standard-mileage-rates. Remember to attach documentation showing libraryôs payments of mileage fees to performers.

**NOTE: The maximum reimbursement per library per year is $250.**

Library name and address:

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| Date | Performer Name | Miles | Reimbursement Amount |
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| | **Totals** | | |

| Signature |
|---|
| _____ **Date** _____ |

Submit this form by September 15th by email to afoote@nekls.org.