

City of Miamisburg / Austin Center JEDD / Miami Crossing JEDD

Qualified Days Worked Out of Town Travel Log - Tax Year _____

When claiming Days Worked Out of Town, please complete all sections of the travel log below as well as the Refund Request Form

Non-Qualified Days: Weekends, holidays, vacation and sick days, training sessions, seminars, meetings, temporary or casual employment (e.g. networking events, working from home out of convenience, etc.). Although they may be outside the city, do not constitute change in work status or principal place of work.

| Date | Address Worked at Out of Town for Majority of the Day | Reason for Travel |
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| January - 01 | | |
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| Date | Address Worked at Out of Town for Majority of the Day | Reason for Travel |
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| February - 01 | | |
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| Date | Address Worked at Out of Town for Majority of the Day | Reason for Travel |
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| March - 01 | | |
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| Date | Address Worked at Out of Town for Majority of the Day | Reason for Travel |
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| April - 01 | | |
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| Date | Address Worked at Out of Town for Majority of the Day | Reason for Travel |
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| May - 01 | | |
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| Date | Address Worked at Out of Town for Majority of the Day | Reason for Travel |
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| June - 01 | | |
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| Date | Address Worked at Out of Town for Majority of the Day | Reason for Travel |
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| July - 01 | | |
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| Date | Address Worked at Out of Town for Majority of the Day | Reason for Travel |
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| August - 01 | | |
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| Date | Address Worked at Out of Town for Majority of the Day | Reason for Travel |
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| September - 01 | | |
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| Date | Address Worked at Out of Town for Majority of the Day | Reason for Travel |
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| October - 01 | | |
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| Date | Address Worked at Out of Town for Majority of the Day | Reason for Travel |
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| Date | Address Worked at Out of Town for Majority of the Day | Reason for Travel |
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| December - 01 | | |
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| December Days Worked Out of Town: | | |

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| Total Days Worked Out of Town in tax year _____ : | - |
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