

ALLEN COUNTY EDUCATIONAL SERVICE CENTER EXPENSE SHEET FORM 5004

EDUCATIONAL ACTIVITY:

DESTINATION: _____

DATE: _____

MILEAGE: # of miles _____ **x \$.45** \$ _____

REGISTRATION FEE: (receipt attached) \$ _____

MOTEL ROOM: (receipt attached) \$ _____

MEALS (number): # _____ \$ _____
(itemized receipt attached)
credit card slip NOT acceptable

PARKING: (receipt attached) \$ _____

MISCELLANEOUS: (receipt attached) \$ _____

TOTAL: \$ _____

Signature: _____

Address: _____

City, State, Zip: _____