Minnesota-Dakotas District of Kiwanis International

EXPENSE REPORT

Name _____
Print

Name _____
Signature

ACCOUNT Expense Incurred:

___ Leadership Training Conference

___ District or International Convention

___ Club Visitation

___ _____

DATE Expense Incurred _____

PLACE Expense Incurred _____

EXPENSES:

Railway, Air or Bus	$ _____
Auto Mileage:_____ miles at 30¢	_____
Hotel (number of days _____)	_____
Meals (number_____)	_____
Taxi	_____
Telephone (itemize)	_____
_____	_____
_____	_____
_____	_____
Postage _____	_____
Other (itemize) _____	_____
_____	_____
_____	_____
Total	$ _____
Paid by Check No.	_____
Date Paid	_____