ROTARY INTERNATIONAL
ZONES 25 & 29
EXPENSE REPORT

Name: Club Name:

Address (Check to be sent to): Budgeted Account(s):

Email: Date Submitted:

Phone No.:

Date:	Business Purpose of the Trip	City Where Expenses Were Incurred	Training Expense	Airline	Hotel	Meals	Personal Auto		Other Reimbursement Expenses	Total
							# of Miles	Total at $0.575 per mile (2020)		
								$0.00		$0.00
								$0.00		$0.00
								$0.00		$0.00
								$0.00		$0.00
								$0.00		$0.00
								$0.00		$0.00
								$0.00		$0.00
								$0.00		$0.00
								$0.00		$0.00
								$0.00		$0.00
								$0.00		$0.00
								$0.00		$0.00
								$0.00		$0.00
								$0.00		$0.00
								$0.00		$0.00
								$0.00		$0.00
Totals			$0.00	$0.00	$0.00	$0.00	0	$0.00	$0.00	$0.00

I certify that the above is an accurate description of expenses incurred by me on behalf of Rotary Zone 25B - 29 business.

	Amount
Total Expenses	$0.00
Less: Cash Advances	$ -
Amount DUE or RETURNED	$ -

Signature:

Date:

Please scan and attach all recepts to this report.

The completed report should be submitted to Zone Treasurer Bobbe Barnes, barnesrotary@gmail.com

Or mailed to PO Box 13, Boerne, TX 78006.

Version 2019_01