AEA-Retired Voucher - MILEAGE

Submitted by: Name _____ **Date** _____

Address _____ **Phone** _____

Mileage Reimbursement (pre-approved) is reimbursed at 30¢ per mile

Date	Category	Destination (from/to)	Purpose of Trip	Miles	Amount
			TOTALS		

CATEGORIES: President's Expenses, Miscellaneous, Executive Board, Membership, Conduit, Presentations, Conventions, Chapters, Office, Elections, Legislature, Fundraiser, Directors' Line, Grant 1, Social, Grant II

Signature of Member_____

Date Paid _____ Check #_____

AEA-Retired Voucher – REIMBURSABLE EXPENSES (MILEAGE ON REVERSE SIDE)

Reimbursable Expenses (Receipts must be attached)

Date	Budget Category	Item	Amount
		TOTAL	
		AMOUNT FROM MILEAGE IF ANY (REVERSE SIDE)	
		TOTAL MILEAGE + REIMBURSABLE EXPENSES	

CATEGORIES: President's Expenses, Miscellaneous, Executive Board, Membership, Conduit, Presentations, Conventions, Chapters, Office, Elections, Legislature, Fundraiser, Directors' Line, Grant 1, Social, Grant II

Signature of Member_____

Approval _____Date Paid _____ Check #_____