

EXPENSE REPORT (Attach supporting receipts behind report)

Name _____

Title _____

Month & Year _____

Date	Union Activity	Location City & State (point of departure and destination) (personal car use - include # of miles)	Air, Rail, Bus, or Mileage	Taxi, Tolls, Parking	Hotel (incl. taxes)	Meals	Phone, Fax	Other	Daily Total
Total Expenses ⇨									

Signature _____

Date _____