

Volunteer

Effective January. 1, 2014

NORTH CAROLINA TENNIS ASSOCIATION - EXPENSE REPORT

DATE	AUTO MILEAGE	FROM AND TO	FARE	LOCAL TRANS.	HOTEL	TIPS	BRKFST	LUNCH	DINNER	PHONE	SUNDRY	BUSINESS PURPOSE OF TRIP
	MILEAGE RATE		\$0.28									
TOTALS	0		\$0.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
DATE		SIGNED										
DATE		APPROVED										
EXPENSE OF (PLEASE PRINT NAME)												

Hotel = \$0.00
 Transportation = 0.00
 Meals = 0.00
 Misc (excl phone) = 0.00
 Phone = 0.00

TOTAL \$0.00

TOTAL TRAVEL EXPENSE	\$0.00
Less:	
Credit Charges	
DUE VOLUNTEER	\$0.00