Volunteer Effective January. 1, 2018

NORTH CAROLINA TENNIS ASSOCIATION - EXPENSE REPORT

DATE	AUTO MILEAGE	FROM AND TO	FARE	cc x	LOCAL TRANS.	cc x	HOTEL	cc x	TIPS	cc x	BRKFST	cc x	LUNCH	cc x	DINNER	cc X	PHONE	cc x	SUNDRY	cc x	BUSINESS PURPOSE OF TRIP
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	MILEAGE RATE	$0.2725																			
TOTALS	0	$0.2725	$0.00		$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**