**LOCAL 2829 EXPENSE FORM**

REASON FOR EXPENSE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EXPENSES** **MILEAGE**

\_\_\_\_\_\_\_\_miles at 70¢ miles = $\_\_\_\_\_\_\_\_\_

IRS Rate @ 70¢ eff. 1/1/25

plus

TOTAL EXPENSES $\_\_\_\_\_\_\_\_\_

equals

GRAND TOTAL $\_\_\_\_\_\_\_\_\_

(expenses plus mileage)

LOST WAGES

\_\_\_\_\_\_\_\_hours at $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_per hour

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date |  |  |  |  |
| Park |  |  |  |  |
| Lodging\* |  |  |  |  |
| Breakfast\* |  |  |  |  |
| Lunch\*((((( |  |  |  |  |
| Dinner\* |  |  |  |  |
| Other\* |  |  |  |  |
| Daily Totals |  |  |  |  |
| Total Expenses |  |  |  |  |

(Meals follow current GSA M&IE. [www.gsa.gov/mie](http://www.gsa.gov/mie) )

**NAME/ADDRESS** (Please Print)

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Return To:**

Eric Mattson

3301 45th Avenue South

Minneapolis, MN 55406

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/State/Zip\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Work Phone ( )

**LOCAL TREASURER USE ONLY:**

Date Expenses Paid\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Local Check #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Wages Forwarded\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To Council 5\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved By\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_