

**Payment Made To:**

**Date:** \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

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

**Description**

**Miles-.40 Lodging-50.00 Amount**

Date:	



**Total:**

Approved for payment \_\_\_\_\_

\_\_\_\_\_  
**Department President**