

**TPTA EXPENSE REPORT**

Name/Address	Date of Report	Committee	Purpose of Travel/Expenses	Totals

**TRAVEL EXPENSES**

	Dates												
Itinerary	From												
(City)	To												
Personal Auto Mileage													
Expenses (Mile x .56¢)													
Air Fare													
Car Rental													
Transportation (other)													
Tolls/Gas/Parking													
Lodging													
Misc (i.e. Tip, etc)													
Meals (Including tips)													
SUB-TOTAL													
ALLOWED (Meals)													
TOTAL TRAVEL													

OTHER EXPENSES		Expense Code	Amount	Committee Expenses	
Telephone			\$	TOTAL THIS REPORT	
Postage			\$		
Copying			\$		
Supplies (specify)					
Total Supply Expenses			\$		
Misc (Specify)			\$		
			\$		
			\$		
			\$		
TOTAL COMMITTEE EXPENSES			\$		

Receipts must accompany report for all reimbursable expenses.

Signature: \_\_\_\_\_

\*Approved by: \_\_\_\_\_