



ROTARY INTERNATIONAL

ZONES 25 & 29

EXPENSE REPORT



Name: _____

Club Name: _____

Address (Check to be sent to): _____

Budgeted Account(s): _____

Email: _____

Date Submitted: _____

Phone No.: _____

Date:	Business Purpose of the Trip	City Where Expenses Were Incurred	Training Expense	Airline	Hotel	Meals	Personal Auto		Other Reimbursement Expenses	Total
							# of Miles	Total at \$0.56 per mile (2021)		
								\$0.00		\$0.00
								\$0.00		\$0.00
								\$0.00		\$0.00
								\$0.00		\$0.00
								\$0.00		\$0.00
								\$0.00		\$0.00
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								\$0.00		\$0.00
								\$0.00		\$0.00
								\$0.00		\$0.00
								\$0.00		\$0.00
Totals			\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00

I certify that the above is an accurate description of expenses incurred by me on behalf of Rotary Zone 25B - 29 business.

Amount	
Total Expenses	\$0.00
Less: Cash Advances	\$ -
Amount DUE or RETURNED	\$ -

Signature: _____

Date: _____

Please scan and attach all receipts to this report.

[The completed report should be submitted to Zone Treasurer Bobbe Barnes, barnesrotary@gmail.com](mailto:barnesrotary@gmail.com)

Or mailed to PO Box 13, Boerne, TX 78006.