WEBSTER COUNTY SCHOOLS
TRAVEL EXPENSE REPORT

NAME_____MONTH/YEAR_____

DATE	MEETING/CONFERENCE TITLE	MILES	MEALS	LODGING

MILES_____x .76

TOTAL FOR MILES_____

_____
SIGNATURE OF EMPLOYEE

MEALS_____

LODGING_____

_____
SIGNATURE OF ADMINISTRATOR

FEES_____

TOTAL EXPENSES_____