

**TPTA EXPENSE REPORT**

Name/Address	Date of Report	Committee	Purpose of Travel/Expenses	Totals
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**TRAVEL EXPENSES**

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

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

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

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

Receipts must accompany report for all reimbursable expenses.