REIMBURSEMENT/EXPENSE RECORD

Name______________________________ Date______________________________

Address____________________________ MRTA Leadership Title:_________________

City______________________________ Unit Name:__________________________

State__________________ Zip________

☐ I wish to donate my expenses to the MO Retired Teachers Foundation

Classroom Grant Fund_____ Endowment Fund_____ Bldg Improve/Maintenance Fund_____

An acknowledgement letter will be sent to you for your tax deductible donation as a receipt.

<table>
<thead>
<tr>
<th>Date</th>
<th>Conference/Meeting</th>
<th>Location</th>
<th>Total Mileage</th>
<th>Meals (B/L/D)</th>
<th>Hotel</th>
<th>Misc.</th>
<th>Total</th>
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Total Miles

At .275 cents per mile

TOTAL EXPENSES

Signature__________________________

Attach lodging, meals, telephone and other miscellaneous receipts.

Expense checks will be processed on the 15th and 30th of the month and you will have 60 days to turn in your expenses.

MRTA, a 501(c)(4) not-for-profit corporation, is a grassroots advocacy association with 21,000 members. MRTA is independent, nonpartisan, and does not endorse political candidates.