EMPLOYEE EXPENSE REIMBURSEMENT HECTOR SCHOOL DISTRICT

Name of Pavee				Address				
School Title								
Date From	Explanation of Expense Purpose of Trip/ To Content of Workshop	**Private Vehicle Total Total Miles Rate Claim	<u>Vehicle</u> Total Claim	*Hotel	*Weals	*Other Expenses	Total for Day	Miscellaneous
		\$0.52			Φ			
		\$0 F2			ָת ויי			
	-				ויאוכ			
		\$0.52			₩			
					סר			
		\$0.52		,	В			
					ב			
*Note: All of these expens	*Note: All of these expenses must have itemized receipt attached.	'n		Mileage	€			
Signature of Employee	Date			Meals	↔			
טופוומנעופטו בוווטוטאפפ	במומ			Lodging	↔			
Approval of Principal / Supervisor	rvisor Date		Other	Other Expenses	€			
Source of Funds (required)		То	Total Amount Claimed	t Claimed	€			
*Meals are reimbursed for overnight trips only with a limit of \$40 per day.	overnight trips · day.	Stan	dard Milea erville-70 L	Standard Mileage #'s (Roundtrip) Plumerville-70 Little Rock- 180	indtrip)	Mileage Rate = Current AR Rate PD Explanation = Content	te = Curre	nt AR Rate
**Mileage is only reimburs Revised 06/13/2022	**Mileage is only reimbursed if school vehicle is not available Revised 06/13/2022	Russ	ellville-50 C	Russellville-50 Conway-100		of Workshop Attending	p Attendir	າg