Alamance Rotary

P.O. Box 2793
Burlington, NC 27216

Expense Report

Purpose of expense:

Date	Description	Transportation/Mileage	Lodging	Meals	Other	Total
Column Totals						
					Subtotal	
					Less cash advanced	
					Total owed to you	
					Total due	

Member Signature _____ Date:

Approved by: _____ Date:

Receipts must be attached to expense form.