



**Campus Recreation
SPORT CLUBS**

Post Travel Expense Report

Form must be completed for each traveler receiving reimbursement
and turned in within **2 days** after return

Sports Officials Association	Cameron Swoboda	
Sport Club	Name of Traveler	
NIRSA Midwest FFB Regional	Iowa City, IA	11/12/10 - 11/14/10
Event	Event Location	Date(s) of Event

Actual Costs for SCP Reimbursement Amounts

Include only costs the club is getting reimbursed for

RECEIPTS FOR REIMBURSEMENT EXPENSES NEED TO BE TURNED IN WITH THIS FORM

Type of Cost	Actual Cost
Hotel/Lodging	\$225.00
Map Mileage (one private vehicle only) - Mileage reimbursed at \$0.445/mile List maximum number of round trip miles for this trip: <u>2118</u> List number of miles requested for reimbursement: <u>500</u> <i>Note - Miles reimbursed cannot exceed total round trip miles, but can be any # below total</i>	\$222.50
Vehicle Rental (one rental vehicle only)	
Gas (for one rental vehicle above only)	
Airline Charges (Requires Approval)	
Entry/Registration Fee(s)	
Total Costs	\$447.50

Additional Comments/Explanation of Expenses

X

Officer Signature
Cameron Swoboda

Form Completed By

Date

11/15/2010

Date

X

Officer Signature

Date

For Office Use Only

Received By: _____