Louisiana Garden Club Federation, Inc.

Expense Reimbursement Report

Date of Report			
Date	Vendor	Details	Amount
Sub Total	•		
Mileage Reimbursement		Rate Per Mile	\$0.25
Date	Miles	Destination-From-To/Purpose	Total
Sub Total			
Grand Total			
Mail to:		Submitted by	
Louisiana Garden Club Federation, Inc.		Submitted by:	
(Treasurer)		Name/Title	
Name & Address in the LGCF Directory		Payable to:	
All Expenditures must be supported by Vouchers/Receipts & included with Report		Address:	
vouchers/ neceipts & included with keport		Audiess.	