

STATE OF NEBRASKA

EXPENSE REIMBURSEMENT REQUEST

TRANSPORTATION DOCUMENT NUMBER	LODGING NUMBER	DOCUMENT NUMBER
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BATCH NUMBER	DOCUMENT NUMBER
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DATE 2013 month/day	NAME OF PLACE AND NATURE OF SERVICE Enter start and stop points for each trip State purpose of each trip	TRAVEL TIMES		MEALS	LODGING	TRANSPORTATION			MISCELLANEOUS		TOTAL
		STARTED	STOPPED	Actual Amounts only	DB1, DB2, etc., if direct billed	RATE	MILES TRAVELED	AMOUNT	DESCRIPTION	AMOUNT	
7/18	North Platte (home) - Lincoln Water Funding Task Force Meeting	3:30 pm		B		0.565	228	128.82			128.82
				L		0.565		-			-
			7:45 pm	D	13.26	DB1	0.565	-	Lazio's-Lincoln (need receipt)		13.26
7/19	Lincoln - North Platte	4:30 pm		B		0.565	228	128.82			128.82
				L		0.565		-			-
			08:30 pm	D	7.62		0.565	228	128.82	Arby's-Kearney (need receipt)	136.44
7/25	North Platte - Lincoln Water Funding Task Force Meeting	4:15 pm		B	9.22		0.565	-	Hol. Inn-Lincoln (need receipt)		9.22
				L			0.565	-			-
			08:00 pm	D	4.57	DB2	0.565	228	128.82	Git n Go-York (no receipt req'd)	133.39
7/26	Lincoln - North Platte	3:15 pm		B			0.565	-			-
				L			0.565	-			-
			6:30 pm	D			0.565	-			-
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