



<b>Region 7 Travel Expense Statement</b>						<b>[Attach Original Receipts]</b>		
Name:						Telephone Number: (        )		
Mailing Address:						Nature of Travel:		
City/State/Zip Code						Place of Travel:		
<b>Nature of Business Expense:</b>								
Date	Location	Transportation	Lodging	Breakfast	Lunch	Dinner	Miscellaneous(itemize)	Line Totals
<b>Column Sub Totals:</b>								
<b>Personal Auto Expense:</b>								
Date	From:	To:	Total Miles @ IRS Rate	\$ Amount				
<b>Total:</b>								
<b>Support Received</b>								
						Employer		
						Chapter		
						Personal Funds		
						Other		
<b>Total:</b>								
<p>The Region 7 Int'l Committee Representative by signing below acknowledges that this is not a full funding source. The funds are voluntarily donated by Region 7 Chapters to aid in providing active Region 7 representation on International Industry Committees and to help develop the professionalism of individual members. The Region 7 Representative also acknowledges; 1) that the Chapters and newsletters within Region 7 will be provided with reports, materials, and information to keep the overall membership knowledgeable about the subject industry, and 2) a written report will be submitted at the next Region 7 Forum or International Conference Caucus.</p>								
<b>Authentication:</b> (I certify that these expenses are correct and true and were incurred in the business interest of IRWA and Region 7.)								
Travelers Signature			Title		Date			
Expense Concurrence			Int'l Comm. Chair		Date			
Expense Approved			Region 7 Chair		Date			
Expense Audited			Region 7 Vice-Chair		Date			
<b>Total Business Expense:</b>								
<b>Total Personal Auto Expense:</b>								
<b>Deduct Total Support:</b>								
<b>Reimbursement Request:</b>								