

Expense Reimbursement Authorization

Red River Presbytery
Cumberland Presbyterian Church

Budget Item: _____

Pay To: _____

Submit To: **Brandon Bolin, Treasurer**
Red River Presbytery
PO Box 1294
Ada, OK 74821

Address: _____

Description: _____

Date	Transportation	Lodging	Meals	Postage/Printing	Tuition	Other	Total

Sub Total	
Mileage Total	
Total Request	

Miles Driven _____ x Current Federal Rate
Miles will be reimbursed at the current federal reimbursement rate.

Committee: _____

Date: _____

Committee Chair: _____
Print

Signature

Please Attach All Invoices and Other Supporting Documents
Receipts Required for Lodging, Meals over \$10, and Airline Tickets

**NO CHECK WILL BE ISSUED WITHOUT THIS FORM
FORM MUST BE APPROVED BY COMMITTEE CHAIR**