KERRVILLE INDEPENDENT SCHOOL DISTRICT
TRAVEL VOUCHER AND EXPENSE REIMBURSEMENT

NAME: DATE:

CAMPUS:

DATE	DESTINATION	DESCRIPTION/PURPOSE	MILES	MEALS	OTHER
		Total Miles			
Special Note:	$8.00 Breakfast (overnight)	Rate	.50		
	$11.00 Lunch (day workshop)				
	$17.00 Supper (overnight)	Totals			

I certify that I am going or have gone to the places listed above for approved business.

Signature: ______________________________

Total Expense $____________

Department Approval ______________________________

Central Office Approval ______________________________

Purchase Order # ____________________

Budget Account ______________________________

ATTACH TEXAS MAP QUEST