

**Expense Report
Multiple District 5M**

NAME: _____
ADDRESS: _____
ADDRESS: _____
CITY STATE COUNTRY: _____

DISTRICT #: _____
DATE SUBMITTED: _____

Date	Travel Purpose	Mileage	Amount	Lodging Location	Amount	Meals	Miscellaneous Phone, Postage etc.	Amount
Totals								

Allowable Expenses

Rules of Audit - Lions Clubs Intl:
Mileage US\$.50 per mile (US\$.31 per kilometer)
Meals Not to Exceed US \$25.00 Per Meal & \$50.00 Per Day
Lodging Not to Exceed US \$75.00 Per Night

Send completed expense report with receipts to:
Lion Vicki Violet
MD5M Lions
709 River Ln
Anoka, MN 55303

Mileage: _____
Lodging: _____
Meals: _____
Misc: _____
Grand Total: _____

I certify that the above expenses were incurred by me and that they are true and accurate.

SIGNATURE _____