

MINISTER'S REPORT

ALASKA CONFERENCE OF SEVENTH-DAY ADVENTISTS

SPEEDOMETER READING	CAR 1	CAR 2	<b style="color: red;">Effective immediately: Please report attendance directly to Admin Secretary, JoAnn Stevens Email: joann.stevens@ac.npuc.org	MONTH	YEAR
THIS MONTH				NAME	
LAST MONTH				ADDRESS	
MILEAGE USED	-	-		CITY	
LESS PERSONAL MILEAGE					
TOTAL CONFERENCE MILEAGE	-	-	* PLEASE ATTACH PAID VOUCHERS FOR ALL STARRED REIMBURSABLE EXPENSES		

MAIL REPORT ON THE 21ST OF EACH MONTH

Must Have Prior Approval

DATE	Place of Labor	PURPOSE FOR TRAVEL	REGULAR TRAVEL				SPECIAL TRAVEL					
			Miles	Per Diem	* Rooms	* Fares	Miles	Per Diem	* Rooms	* Fares		
21												
22												
23												
24												
25												
26												
27												
28												
29												
30												
31												
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
15												
16												
17												
18												
19												
20												
Total Miles			-					-				
Rate per Mile			\$ 0.42					\$ 0.42				
Totals			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Note for Pastors: Special Travel is for authorized travel outside of your district.