



AMERICAN LEGION AUXILIARY
Department of California
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Travel Expense Sheet for Those Called to the Department Training/Workshop

This form is to be used for reimbursement of mileage for all Officers, Chairmen and District Presidents called by the Department President to attend the Department Training and Workshop to be held at the Clovis Veterans Memorial Building, 453 Hughes Avenue, Clovis, CA 93612

13-14 August 2016

To pick up mileage checks on Sunday, 14 August 2016, please fill out this form and either email to calegionaux@calegionaux.org or mail to the Department Office no later than 1 August 2016. To save postage, first half allowance checks will also be given out at the Clovis Workshop.

Name: _____
Auxiliary Title: _____
Street Address: _____
City/State/Zip: _____
Phone Number: _____

All mileage expenses will be calculated in the Department Office

 Signature

 District Number

 Unit Number

For Office Use Only	
_____ Miles x 2 = _____ x \$.25 = _____	
Date	13-14 August 2016
Account	GF62454
Check #	
Authorized By	