Expense Report — Dexter Community Schools

Name _____
Employee# (from your paycheck) _____
Building/Department _____
Month/Year _____
Per Mile Reimbursement (2021 IRS Rate) $0.560

Date	Description	Miles (WISD 18 miles RT)	Mileage	Conferences/Workshops				Supplies/Other	Note
			Reimbursement	Lodging/ Conference Fees	Breakfast (max $10.00)	Lunch (max $12.00)	Dinner (max $20.00)	Other Expenses	