## **AUGUSTANA COLLEGE**

639 38th St.
Rock Island, IL 61201
Moving Expense
Voucher

Please print or type	Voucher			
Name and ID#	Date			
Address	Date			
City & State	_			
Meeting or Purpose of				

Business Office Use Only:					
DID UD (					
Paid Payroll Dated:					

Date	Details of Expense	Transportation		Lodging	Other Expenses	
		Mileage		Other		
Totals						

Attach original receipts and bills in support of ALL expenses (excluding auto mileage). Mileage reimbursement rate for is \$.38 / per mile.

Grand Total \_\_\_\_\_

Return completed form along with original receipts to the Payroll Department. They are located on the southeast corner of the second floor of Sorensen Hall

Account Number