

## EXPENSE SHEET



NAME OF RESPITE WORKER: \_\_\_\_\_

DATE STARTING: \_\_\_\_\_ DATE ENDING: \_\_\_\_\_

DATE OF EXPENSE	PARTICIPANT NAME OR DESCRIPTION OF EXPENSE	TAXI (MIDNIGHT - 6 A.M.)	MEAL BETWEEN RESPITES	RURAL @0.43/KM	KM B/W SHIFTS @0.43/KM	APPROVED EXPENSES	RESPITE SUPPLIES	OTHER
<b>TOTALS:</b>								

\* Remember to attach all applicable receipts.

TOTAL: \_\_\_\_\_

EMPLOYEE SIGNATURE: \_\_\_\_\_