

**DEPARTMENT OF COLORADO  
VETERANS OF FOREIGN WARS OF THE UNITED STATES**

## **EXPENSE REPORT**

**Officers Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**For Purpose of** \_\_\_\_\_

<b>Date</b>						<b>Total</b>
<b>City</b>						
<b>Meals (see reimbursement Policy)</b>						
<b>Hotel (attach receipts)</b>						
<b>Auto Gas Receipts</b>						
<b>Air Fares (attach receipts)</b>						
<b>* Other (Explain)</b>						
<b>Totals</b>						

**ALL receipts must accompany this expense report**