

Heavenly SRS Mileage Reimbursement *



Name: _____ EID#: _____ Today's Date: _____

Travel Date	Name of Guest	Destination
		<input type="checkbox"/> Kirkwood <input type="checkbox"/> Northstar <input type="checkbox"/> Other: _____
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		<input type="checkbox"/> Kirkwood <input type="checkbox"/> Northstar <input type="checkbox"/> Other: _____

Supervisor Signature: _____ Date: _____

*Once the reimbursement has cleared the approval process you will see the amount reflected on your paycheck as a negative after tax-deduction "T&E Reimbursement"

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