



*****"The Honor Degree of the Veterans of Foreign Wars"
MILITARY ORDER OF THE COOTIE
of the UNITED STATES

James D. Malott
Supreme Commander

" Reaching Out"
2016-2017

TRAVEL VOUCHER

Travel from: _____ Travel to: _____

Reason for Trip: _____

TRANSPORTATION

Mileage: @ 32 cents per mile(1,550 mile maximum) \$ _____
Parking:(your private vehicle if parked at airport)*****\$ _____
Airfare (Air travel not arranged by Headquarters must be approved by the Supreme Commander prior to assignment) - Supreme Policy. \$ _____
TOTAL TRAVEL EXPENSE: \$ _____

HOUSING EXPENSE

(Housing expense is paid only when the host does not pick up the cost of the room. Please provide receipt.)

Name of Hotel City
Hotel Expense: \$ _____
GRAND TOTAL THIS VOUCHER: \$ _____

CERTIFICATION

I certify that the above travel was performed in the conduct of the business of the Military Order of the Cootie and that no one else will or has already reimbursed me for any of these travel expenses.

X _____
Officer's Signature

Officer's Printed Name Title

Address City State Zip

Approved By: _____

Charged To: OFFICER TRAVEL OFFICER ALLOWANCE

Return this signed voucher with all applicable receipts to Supreme Headquarters 604 Braddock Ave. Turtle Creek, PA 15145-2068 within 30 days of the completion of your trip. **Total reimbursement not to exceed \$750.00**