

Lost Time Voucher

The following is a statement for my services on (negotiating/grievance/delegate/other) committee, which met with _____ at _____ on _____.

Explanation

	<u>Totals</u>
Lost time _____ hours @ \$_____/hour	\$ _____
Lost time _____ hours @ \$_____/hour	\$ _____
_____ miles @ 55.5¢/mile (as of 7/1/11)	\$ _____
_____ meals (receipt attached)	\$ _____
Other (please explain and attach receipt) _____	\$ _____
_____	\$ _____
Total	\$ _____

Name: _____
(please print)

Signature: _____

Social Security Number: _____

Address: _____

City: _____ State: _____ Zip: _____

For Office Use Only

Approved By: _____

Date Submitted: _____

Date Paid: _____

Check Number: _____

Representational Activities _____%

Political Activities & Lobbying _____%

Contributions _____%

General Overhead _____%

Administration _____%