New York Conference Workers Report

Submit to Treasury Dept. by 1st of each month

Month Jan-20 **Name** Name **Number of Baptisms & Profession of Faith**

REGULAR TRAVEL							PLACE OF LABOR/EXPLANATION	SPECIAL TRAVEL				
Area Mileage	Out of Area Mileage	Per Diem	Parking/Tolls	Lodging	Misc.	Date		Mileage	Lodging	Per Diem	Parking/Tolls	Misc.
						1						
						2						
						3						
						4						
						5						
						6						
						7						
						8						
						9						
						10						
						11						
						12						
						13						
						14						
						15						
						16						
						17						
						18						
						19						
						20						
						21						
						22						
						23						
						24						
						25						
						26						
						27						
						28						
						29						
						30						
						31						
0	0	0.00	0.00	0.00	0.00		TOTALS	0	0.00	0.00	0.00	0.00

For Official Use Only	
Telephone	11403
Reimbursement Exp	11411
O/A Mileage	11200
O/A Tolls	11206
O/A Day Per Diem	11201
O/A Lodging	11202
Mileage Sp. Tr.	11300
Tolls Sp. Tr.	11306
Airport Parking	11306
Per Diem Sp. Tr.	11301
Lodging Sp. Tr.	11302

Mileage Rate	0.42
Per Diem	
Full Perdiem	54.00
Entertained	19.00
Worker/Spouse	81.00
Entertained	27.00
Per child	27.00
Entertained	11.00

Vehicle Mileage Report for Month	1st Vehicle	2nd Vehicle
End of Month Odometer Reading		
Beginning of Month Odometer Reading		
Total Miles Used	0	
Total Work Related Miles	0	

Special Travel Miles	0

Explanations & Instructions

Regular Travel - Travel within assigned district

Special Travel - Conference authorized travel outside of district

Per diem/Parking & Tolls/Misc. - Receipts must accompany report