



**IDAHO DISTRICTS EMPLOYEES ASSOCIATION
TRAVEL EXPENSE VOUCHER**

Name (please print): _____
 Purpose of Travel: _____
 Location of Travel: _____

PER DIEM:

Breakfast: \$12.25 (is applicable if Travel starts prior to 6:00 am)
 Lunch: \$17.15 (is applicable if Travel starts prior to or ends after 12:00 pm)
 Dinner: \$26.95 (is applicable if Travel ends at Home after 6:00 pm)

MILEAGE:

Mileage Reimbursement is: 58 cents per mile (based upon current State of Idaho rate)

DATE	BREAKFAST	LUNCH	DINNER	TOTAL	MILEAGE	TOTAL
				\$0.00		\$0.00
				\$0.00		\$0.00
				\$0.00		\$0.00
				\$0.00		\$0.00
				\$0.00		\$0.00
				\$0.00		\$0.00
				\$0.00		\$0.00
TOTAL PER DIEM FOR MEALS:				\$0.00	TOTAL MILEAGE:	\$0.00

ITEMIZE MISCELLANEOUS EXPENSES BELOW	ITEMS OR PURPOSE	AMOUNT
	Airfare	
	Registration	
	Parking	
	Rental Car	
	Shuttle	
	Lodging	
	Miscellaneous	
	Mileage	\$0.00
	Meals	\$0.00
TOTAL CLAIM:		\$0.00

I hereby certify that the Travel Services or Supplies that are stated in this voucher are correct.

DATE

CLAIMANT'S SIGNATURE