

**REGION 6 EXPENSE FORM**

**updated May 7, 2023**

**Please use for all Region 6 expenses**

**Total of Expenses**

--

**Date Submitted**

--

**Name**

**Address**

**Phone**

**email**


**PLEASE ATTACH RECEIPTS**

<b>EXPENSE CATEGORIES</b>	<b>Amount</b>
Hotel room (NHI covers 1 night - double occupancy)	
Meals at hotel	
Meals not at hotel	
Mileage (NHI calculates @.45 mile)	
Tips	
Tolls	
<b>Expense total amount</b>	

**NHI TREASURER USE ONLY**

Date Intergroup Paid:
Check #