

Expense Report



Area 59

EASTERN PENNSYLVANIA
GENERAL SERVICE ASSEMBLY
area59aa.org

Committee/Office/Event

Date

Name

Address

For best results, save a local copy before completing.

Please itemize on back and attach receipts.

Date								Subtotal
Enter number of miles in the row below and the amount will be automatically calculated.								
Mileage								
@ \$.47/mi								
Lodging								
Meals (\$10/meal)*								
Tolls								
Transportation								
Phone								
Literature								
Office Supplies								
Equipment								
Copying								
Printing								
Postage								
Facilities								
Registration								
Miscellaneous**								
Total								

Miles
Amount

* \$10 limit does not apply to event costs.

** Provide details on next page.

Send To:
Area 59 Treasurer
306 W King St, Apt 2
Shippensburg, PA 17257
treasurer@area59aa.org

For Area use only
Date Paid:
Check #:
Amount:

Revised June 2022

Forms completed in a web browser can be printed to PDF and then emailed.
You can also use the browser option to "Download with Changes" if available.

