Attach
Receipt
to back

Columbus Outdoor Pursuits

Payorder

Date: _____

Pay to:

Send ck. To/Special instructions:

_____ *name*

_____ address

_____ *city, state, zipcode*

3digit# *expense*		2digit# activity	Amount	Explanation:
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
		Total:	_____	

Additional Explanation:

Additional information needed for any mileage reimbursement.
Odometer end _____ - Odometer start _____ = _____miles
Rate per mile claimed _____ x _____ miles = $_____
Maximum rate is $.20 per mile)

Authorized Signature: _____

Mail signed original (white copy) to: Columbus Outdoor Pursuits
1525 Bethel Rd Ste 100
Columbus OH 43220-2054

White copy to office

yellow copy to Activity Leader

Attach
Receipt
to back

Columbus Outdoor Pursuits

Payorder

Date: _____

Pay to:

Send ck. To/Special instructions:

_____ *name*

_____ address

_____ *city, state, zipcode*

3digit# *expense*		2digit# activity	Amount	Explanation:
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
_____	-	_____	_____	_____
		Total:	_____	

Additional Explanation:

Additional information needed for any mileage reimbursement.
Odometer end _____ - Odometer start _____ = _____miles
Rate per mile claimed _____ x _____ miles = $_____
Maximum rate is $.20 per mile)

Authorized Signature: _____

Mail signed original (white copy) to: Columbus Outdoor Pursuits
1525 Bethel Rd Ste 100
Columbus OH 43220-2054

White copy to office

yellow copy to Activity Leader