

**Communications Workers of America Local 2201**  
**5809 Lakeside Avenue**  
**Richmond, VA 23228**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Complete this section for Expenses, (Receipts required)**

Date	Reason	Amount
<b>Total</b>		

**Complete this section for Mileage, (Use attachments as needed)**

Date	Reason	Miles Traveled
( _____ miles x .55 per mile = \$ _____ ) <i>effective January 1, 2009</i>		

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Amount of Check: \_\_\_\_\_ Check Number: \_\_\_\_\_

\_\_\_\_\_  
 President/EVP

\_\_\_\_\_  
 Secretary Treasurer