



EXPENSE REPORT

Great Neck Teachers Association
343 Lakeville Road Great Neck, New York 11020

2019

NAME
ADDRESS
PURPOSE OF EXPENSES

DATE	DESCRIPTION	VENDOR	AMOUNT
TOTAL:			

Gas Reimbursement will be refunded at the 2018 Standard
Mileage Rate of **\$.58** per mile.

Comments

**I certify the above expenses were incurred for GNTA
business and I have attached all receipts and supporting
documentation.**

Signature:

Date: