NEVADA PVA EXPENSE REPORT

Nevada PVA
704 S. Jones Blvd.
Las Vegas, NV 89107
702/646-0040

Travelers Name:

Travel Dates:

		Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	Total
Travel Destination(s)	**Dates→**										
Purpose of Trip											
Ground Transportation	Mileage										
	Total Miles										
	Miles										
	Car Rental										
	Parking										
	Taxi/Subway/Rail										
Airfare	Airfare										
	Baggage										
	Tips										
Hotel	Room Charge										
	Tips/Baggage										
	Misc.										
Meals	Breakfast										
	Lunch										
	Dinner										
	Business Meals										
Miscellaneous	Telephone										
	Other Expenses										
Daily Totals											

Travel Expenses:

Signature: _____

Less Any Advances:

Date: _____

Total Amount Due: