# Operation Threshold, Inc.
# Expense/Mileage Voucher

**Employee** _____
**Dates** _____ To _____

| Date | Charge To | Purpose | Location | | Odometer | | Total |
|---|---|---|---|---|---|---|---|
| | | | From | To | Start | End | Miles |
| | | | | | | | 0 |
| | | | | | | | 0 |
| | | | | | | | 0 |
| | | | | | | | 0 |
| | | | | | | | 0 |
| | | | | | | | 0 |
| | | | | | | | 0 |
| | | | | | | | 0 |
| | | | | | | | 0 |
| | | | | | | | 0 |
| | | | | | | | 0 |
| | | | | | | **Total Miles** | 0 |

**Other Expenses**:

| Date | Description | Amount |
|---|---|---|
| | | |
| | | |
| | | |
| | | |

Total Miles x .50 $___0___

Total Other Expenses $___0___

Total Mileage + Expenses $___0___

Advance to Traveler $_____

Net Due Agency $_____

Net Due Traveler $___0___

* * * *