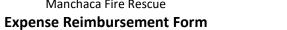
## **TRAVIS COUNTY EMERGENCY SERVICES DISTRICT 5**



Manchaca Fire Rescue





Receipts/Proof of purchase must be provided and attached to this form. TCESD5 is a tax-exempt entity and does not reimburse for sales tax.

Name:	Submittal Date:	Total Amount:

Personal Purchase Reimbursement:

Item #	Date	Vendor	Description	Category	Cost
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

## Mileage Reimbursement:

Date	Start Location	Destination	Purpose	Distance
Mileage reimbursement is paid at a rate of \$0.58 per mile for approved travel on department business in personal vehicles.		Total Miles:		
		Miles x .58:		

OFFICE USE					
Date	Check #	Total Amount	Initials		