



Pacific Northwest Ski Association



COACHES EXPENSE SHEET

(Due in the PNW Office 10 Days after the event)

Please complete this form and submit with any Cash and/or Credit Card Receipts.

MAKE CHECK PAYABLE TO: _____

ADDRESS: _____

SUBMITTED BY: _____

EVENT: _____ DATE: _____

PER DIEM EXPENSE No. Days _____ x \$75.00 = \$ _____

I RECEIVED MY PER DIEM EXPENSE MONIES _____ (please initial)

REIMBURSABLE EXPENSES

- Airline Ticket: = \$ _____
- Vehicle Rental: = \$ _____
- Rental Vehicle Gas: = \$ _____
- Mileage Allowance _____ \$0.58mi + _____ @ \$0.65mi = \$ _____
- Lift Tickets _____ + Entry Fees _____ = \$ _____
- Lodging: (Days of Travel) *Must include receipts* *
Date _____ and Amount _____
Date _____ and Amount _____ = \$ _____
- Misc. (i.e. broken gates, parking, etc.): = \$ _____
- Wax: = \$ _____
- Total Coaches Reimbursable Expenses * = \$ _____
- Total Due for Event = \$ _____