

AFFIDAVIT FOR TRAVEL EXPENSES

I, _____ (print name), do solemnly swear that I incurred the following expenses while traveling on behalf of the State of Missouri and that I was unable to produce, obtain or retain a bona fide receipt for the following:

Date	Amount of expense	Purpose of expense	Where purchased	Reason for no receipt

AFFIANT SAYETH FURTHER NOT.

I hereby understand that if the expenses claimed above were not actually incurred while traveling on behalf of the State of Missouri that I will be subject to appropriate discipline action by the State of Missouri and be subject to any other penalty provided by law.

(Signed by Affiant)

(Dated)

(Print name and phone number)

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