

INTERNATIONAL WORKER TRAVEL REIMBURSEMENT

As per the WPA Choice Tour Manual, the church is responsible to: "Provide the international worker an honorarium/love offering as well as travel expenses (currently \$0.67 cents/mile). This should be given directly to the international worker."

INTERNATIONAL WORKER PORTION

Date: _____

Name: _____

Miles traveled (roundtrip) : _____

Tolls/travel expenses (attach receipts): _____

CHURCH PORTION

Church name: _____

Miles traveled (roundtrip) x \$0.67/mile \$ _____

Tolls/travel expenses \$ _____

Honorarium \$ _____

Total \$ _____

Note to Treasurer: For tax purposes, if you make out **one** check, please delineate the amount for mileage and the amount for honorarium/love offering on the memo line.

Example: Memo: \$50/mileage \$150/honorarium.

WESTERN PENNSYLVANIA DISTRICT



INTERNATIONAL WORKER TRAVEL REIMBURSEMENT

As per the WPA Choice Tour Manual, the church is responsible to: "Provide the international worker an honorarium/love offering as well as travel expenses (currently \$0.67cents/mile). This should be given directly to the international worker."

INTERNATIONAL WORKER PORTION

Date: _____

Name: _____

Miles traveled (roundtrip) : _____

Tolls/travel expenses (attach receipts): _____

CHURCH PORTION

Church name: _____

Miles traveled (roundtrip) x \$0.67/mile \$ _____

Tolls/travel expenses \$ _____

Honorarium \$ _____

Total \$ _____

Note to Treasurer: For tax purposes, if you make out **one** check, please delineate the amount for mileage and the amount for honorarium/love offering on the memo line.

Example: Memo: \$50/mileage \$150/honorarium.

WESTERN PENNSYLVANIA DISTRICT

