Cash Expense Reporting
(includes personal credit card expenses)

Name				Categories:	
PLU ID				Transp	
Course				Food	
Dates				Lodging	
# Students				Phone	
Travel Advance				Excursions/Entry Fees	
ATM Cash Adv.				Misc.	
Exch. Rate					
Cash Expenses					
(incl. personal cr. card)		**Foreign $**	**US $**		
Date	**Purchase**	**Expenses**	**Expenses**	**Category**	**Receipt #**
	Total Foreign Currency:				
	Exch. Rate:				
	Converts to US $:				
(yellow paper)					