STATEMENT OF ACTUAL EXPENSES								
		REIMBURSAB	LE EXPENSES (J	TR, par. C4601 an	d JFTR, par. U420	5)		
DATE	LODGING (Note 1)	BREAKFAST	MEALS (Note 2)	DINNER	LAUNDRY PRESSING CLEANING	LOCAL TRANSPOR- TATION (Note 3)	OTHER (Note 4)	
		BREAKFAST	LONGH	DINNER		(Note 3)		
			NO			1	1	
(1) Attach lodging receipt(s) as supporting document(s). (4) (a) Fees and tips to h (b) Fees and tips to p Uniformed Services in					d tips to porters and Services indicate on	baggage carriers (/ Iv those fees and ti	Members of os paid to porters	
beverages).  (2) Cost of each meal and tip (less the cost of alcoholic and bag beverages).				and baggag	and baggage carriers at places of lodging. Fees and tips at common earrier terminals are separately reimbursable.); c) Communications charges for lodging reservations; d) Expenses (other than those shown on lodging receipts) related to			
(3) Cost of local transportation and tips for travel between places of lodging or duty points and places where meals are taken not otherwise reimbursable (JTR, par. C2402, and JFTR, par.U3510).				lodging; (e) Expenses for personal laundry and cleaning of clothing. (See JFTR and JTR Appendix A, under definition of per diem, for listing of other incidental expenses.)				
l,				certify that item	ized amounts are	actual and neces	sary expenses	
incurred by	(Type or Prin		vel for which I h	ave not heen rei	imbursed			
incurred by me in performance of official travel for which I have not been reimbursed.  SIGNATURE						DATE		