

Itemized list of moving expenses for _____

Moving Company & out of pocket expenses

(this would include the moving company expenses or truck rental expenses if you move yourself AND any other supplies needed for the move such as boxes, tape, bubble wrap, etc.)

Vendor Name	Total Amount (including tax)	Date of receipt
TOTAL Moving Company & out of pocket expenses		

Lodging (while en route)

Hotel Name	Total Amount (including tax)	Date of receipt

Mileage

(18 cents per mile per car from appointment to appointment) OR actual out of pocket expense for gas, oil & insurance

Purpose (Ex. moved cars to new appointment OR trip to move items to new home)	Total \$ (# cars x mileage driven X .18 per mile)	Date of trip

OR

Enter receipts for gas, oil & insurance	Total Amount (including tax)	Date of receipt

GRAND TOTAL FOR ALL MOVING EXPENSES BEING SUBMITTED