MUST BE REC'D BY:

JAN-MAR	APRIL 15
APR-JUN	JULY 15
JUL-SEPT	OCT 15
OCT-DEC	DEC 15

ATTACH RECEIPTS HERE

VIRGINIA ASSOCIATION OF VOLUNTEER RESCUE SQUADS

Quarterly Activity Report and Travel Voucher

From through (DATE)

RESCUE COLLEGE: 15 DAYS AFTER EVENT

CONVENTION: 15 DAYS AFTER EVENT

INSTRUCTORS: TURN IN W/CLASS ROSTER

SUBMIT TO PRESIDENT

DATE	DESTINATION	PURPOSE	MILES	TRAVEL .50 cents per mile	TOWING .75 cents per mile	MEALS Up to $40 a day	MOTEL Up to $170 a day	MISC.	TOTAL
		COLUMN TOTALS							

NAME _____ SIGNATURE _____ DATE _____

OFFICE_____ PRESIDENT APPROVAL_____ DATE _____

ADDRESS_____ OTHER APPROVAL_____ DATE _____

CITY_____ ST___ZIP_____ CHECK # _____ AMOUNT $_____ DATE _____

See Guidelines for more detail information on completing form and deadlines.

Rev 01/10