

SCAC REIMBURSEMENT SHEET

FORWARD TO JAN EVANS BY FAX (512) 463-8854 OR
EMAIL TO Jan.Evans@courts.state.tx.us:

JAN EVANS (512-463-1366 if you have any questions)
Chief Accountant
Supreme Court of Texas
P.O. Box 12248
Austin, TX 78711

ATTACH COPIES OF YOUR RECEIPTS TO THIS SHEET.

NAME and SOCIAL SECURITY NO. (this is required for reimbursement) OF COMMITTEE MEMBER:

ADDRESS OF COMMITTEE MEMBER:

DATES OF TRAVEL: _____ to _____

EXPENSES:

Hotel: _____ (\$85.00 maximum/night)

Hotel taxes: _____ (paid separate from \$85.00)

Airfare: _____

Mileage: _____

From _____ to Austin; Austin to _____

Food: _____ (\$36.00 maximum/day)

Parking:

Airport: _____

Hotel: _____

Rental car: _____

Cab fare: _____

From _____

To _____

Other: _____