



WDF Fall Institute 2024- Fellow Flights

Return to:

The Wexner Foundation
8000 Walton Pkwy, ste 110
New Albany, OH 43054
Attn: Trisha Taylor

Name: Trisha Taylor
Invoice: WDF-FIFlightTravel2024
Street Address: 8000 Walton Pkwy Suite 110
Program Dates: November 9-13, 2024
City, State, Zip: New Albany, OH 43054
Reimbursement Deadline: August 28, 2024

Reminders:

To be reimbursed for your costs, you must mail (email) a signed reimbursement form and ALL relevant supporting documentation to Trisha Taylor
Supporting documentation are original receipts and the means of payment for all expenses.

Table with 7 columns: DATE, DESCRIPTION (For travel, include origin and destination), AIR & TRANS., MILEAGE, MILEAGE TOTAL (\$.58), OTHER, TOTAL. Rows include travel expenses like Lyft, Uber, and per diem for dates 11/9/2024, 11/10/2024, and 11/13/2024.

* DON'T FORGET TO ATTACH RECEIPTS *

CIRCLE IF TAXABLE

Trisha L Taylor

11/14/2024

Form with fields for Signature, Date, For Office Use Only, Date, Account #, Requested By, Budget Director Approval, and President Approval.