

**DIOCESE OF ONTARIO**  
**CLERGY AND STAFF REQUISITION FOR TRAVEL AND EXPENSE**  
**REIMBURSEMENT**

NAME \_\_\_\_\_

POSITION \_\_\_\_\_

## TRAVEL LOG FOR MONTH OF \_\_\_\_\_ 2026

### Total Kilometers

First (max 1,500/mo - 5,000/yr)

Next

### Total Expenses

@\$0.71 = @

\$0.65 =

## **TOTAL CLAIM**

**(date)**

**(signature)**