Monthly Trip Log for Reimbursement

Submit Trip Logs *by the 3rd of the month to:*

RESOURCE CONNECTIONS OF OREGON
FISCAL INTERMEDIARY SERVICES
3876 Beverly Ave NE, Bldg G-1
Salem, OR 97305
Office: 503-485-2510 or (toll free) 1-866-890-2048
Fax: 503-485-2515 or (toll free) 1-866-890-2049

County:	
Month/Year:	
Employee Name:	
Employer:	
Customer:	

Date:	Destination:	Purpose:	Starting Mileage:	Ending Mileage:	Total Miles:

*** HELP STOP FRAUD:** Check carefully for accuracy of dates, services and amount billed to RCO.

Employee Signature:	**Date:**
Employer Signature:	**Date:**

Office Use 731A-Transportation	**Miles:**	**Rate:**	**Authorizing Initials:**

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