



**The Synod of the Diocese of Niagara
Request for Volunteer Mileage Tax Receipt**

RECEIPTABLE TO _____

ADDRESS _____

Volunteer Activity / Event _____

Event Date _____

Travel From - To --- Attach Google Map _____

Kilometers Travelled _____

x \$0.555/km _____

Approved by: _____

Date: _____

*I _____ direct that the funds to which I
am entitled by way of reimbursement for mileage driven for*

_____ *Committee for the*

_____ *event on*

_____ *(insert date)*

*and would otherwise be forwarded to me by cash or cheque, be
transferred to The Synod of the Diocese of Niagara as my gift.*

Signature

Note: One claim can be made for multiple trips if a schedule is attached showing:

- **Activity / Event name**
- **Activity / Event Date**
- **Travel To / From locations**
- **Kilometers travelled**

Office Use Only	
901000 _____	Expense
620000 _____	Receipt
Tax Receipt # _____	
J/E # _____	