Volunteer Minister Report

Mountain View Conference

1400 Liberty Street

Parkersburg, WV 26101

Phone: (304) 422-4581

Fax: (304) 422-4582 payroll@mvcsda.org

Month, Year	
Name	
Address	
City, St, Zip	
Phone	

Day	Sabbath	Location Working and/or Activity	District Mileage	Special Mileage	Tolls	Misc	Misc Description
			1	*2*			
1							
2							
3							
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26							
27							
28							
29							
30							
31							
		Total All Columns	-	-	-	-	
		2019 Rates	*0.39*	*0.39*			
		In U.S. Dollars	-	-			

~ Report all district related mileage under column #1 including hospital visits, funerals, and weddings, even if outside the district - Include brief description

~ Report all mileage to organized Conference events under column #2 or any activity which has advanced approval outside of the district

~ All out of Union travel must be approved by EXCOM and all intra-Union travel outside of normal activities must be approved by an officer

~ Submit Receipts for Lodging and other reimbursement items

~ 12,000 Volunteer Lay Pastor annual mileage limit