



# SOUTHERN PLAINS EDUCATION COOPERATIVE

1200 N. Park St. \* Fairmont, MN 56031  
Phone (507) 238-1472 \* Fax (507) 238-2361

## \*AFTER JANUARY 1, 2022 EXPENSE FORM 2021-2022

DATE OF EXPENSE	PURPOSE	TO	FROM	MILES	IN-TOWN	OTHER (PARKING, FOOD) ATTACH

<b>SEND CHECK TO: (circle one)</b>	<b>MAIL:</b> Home address on file	<b>SCHOOL MAILBOX:</b> note below (Arise, SPEC, FHS, FES, etc)	<b>OTHER:</b> note below
	<b>Special notes or instructions:</b>		
<b>Signature:</b>	<b>Date:</b>	<b>RETURN TO JUDY BERKLAND: SPEC OFFICE</b>	
<b>Print Name:</b>	<b>Program:</b>		

\*\*\*ALL EXPENSES FOR THE 2021-2022 SCHOOL YEAR NEED TO BE TURNED IN NO LATER THAN JULY 1ST, 2022\*\*\*

FOR OFFICE USE ONLY			
ACCOUNT CODE	AMOUNT	ACCOUNT CODE	AMOUNT

MILES DRIVEN (            ) x \$ 0.585 = \$	OTHER EXPENSES \$
<b>TOTAL EXPENSES \$</b>	PROGRAM

<b>DIRECTOR'S SIGNATURE</b>	<b>DATE</b>
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