

Make check payable to: _____
 Send to: _____

Routing : IPSD Director
 Accounting
 Sr, Controller

TRAVELER: _____ 2009 E-REGULATION CONFERENCE EXPENSE REPORT

Date									TOTAL
Travel Destination		Kansas City, MO							
Purpose of Trip		NAIC E-Regulation Conference							
Ground Transportation	Mileage								
	Miles X \$0.550								
	Parking								
	Taxi/Subway/Rail								
Airfare	Airfare								
	Airfare Booking Fee								
	Airfare Change Fee								
Hotel	Room Charge								
	Tips/Baggage								
Meals	Breakfast								
	Lunch								
	Dinner								
Daily Totals									

I certify that these travel expenses were incurred by me in the transaction of authorized NAIC business.

		ACCOUNTING DISTRIBUTION		Total Expenses	_____
Regulator's Signature	Date	Account	Department	Less Charges pd by NAIC (from back)	_____
		59010-41			
Commissioner's Signature	Date	59010-83		Amount Due State Department	_____
				Amount Due Regulator	_____
				Amount Due NAIC**	_____
IPSD Director/NIPR Executive Director	Date			Vendor Number	_____
Sr. Controller	Date	Accounting Review by and date _____		Voucher Number	_____

This form should be completed and forwarded with all receipts to:
 Terri Hiebert, NAIC, 2301 McGee, Suite 800, Kansas City, MO 64108 within 10 days of the conference.

EXPENSES BILLED/CHARGED DIRECTLY TO NAIC

P A I D D I R E C T L Y B Y T H E N A I C	Business Expenses		
	Date	Description	Amount
			Subtotal
Personal Expenses			
Date	Description	Amount	
		Subtotal	
		Total Charged to NAIC	
Comments -			
g:/acctg/data/forms/expense reports/E-Reg Exp Rept.xls			Revised 1/07