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|  | COMPANY NAME |  |   |
|   |   |   |   |   |
|   | Name | John Doe |   |   |
|   |   |   |   |   |
|   | Employee ID | 100525 |   |   |
|   |   |   |   |   |
|   | Period | 01/01/2022 - 31/03/2022 |   |   |
|   |   |   |   |   |
|   | Authorized By | Oliver Peters Jr. |   |   |
|   |   |   |   |   |
|   | Reimb. Rate | $0.48 |   |   |
|   |   |   |   |   |   |   |   |   |
|   | **Date** | **Purpose: Business or Personal?** | **Trip Notes** | **From** | **To** | **TotalMiles** | **Deduction Amount** |   |
|   | 08/01/2022 | Business | Client Meeting | Office | Groningen | 260 | $124.80 |   |
|   | 19/01/2022 | Personal |   | Home | Brighton | 50 | $0.00 |   |
|   | 21/02/2022 | Business | Expo | Office | 85 Expo Street | 25 | $12.00 |   |
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|   |   |   |   |   | **TOTAL REIMBURSMENT:** | **$136.80** |   |
|   |   |   |   |   |   | [© TemplateLab.com](https://templatelab.com/) |   |