Volunteer Parking Reimbursement Form

Faith in Action of Dodge County, Kenyon, & Nerstrand

When providing transportation services to care recipients, Faith in Action volunteers will be reimbursed for any parking fees they may incur.

1. **Volunteers seeking reimbursement for parking fees must fill out the form below, sign it, and submit it to the FIA Director, along with the parking receipt(s).**
2. **In order to be reimbursed, the volunteer MUST include a copy of the parking receipt(s).**
3. **A check will be mailed to the volunteer upon receipt of the mileage reimbursement form.**

PARKING FEE LOG

Volunteer name: _____ **(please print)**

Date:	Location:	Purpose:	Total Fee:
_____	_____	_____	**Grand Total:** _____

_____ _____

Signature of Volunteer Driver **Date**

_____

Volunteer Driver's Address

Submit form to: Shari Haugaard, Director
Faith In Action
127 Gunderson Blvd.
Kenyon, MN 55946

_____ _____

Signature of FIA Director Date