NORTHEASTERN CONFERENCE OF SDA

TOLL EXPENSE REPORT

Maximum toll reimbursement is $200.00 per month. Reports in excess of $200.00 cannot be carried over to the next month.
ALL TOLLS MUST BE LISTED ACCORDING TO THE DAY IN WHICH THEY WERE INCURRED INCLUDING CITY & STATE
Toll expense report should be accompanied by the **EZ - Pass statement or toll receipts.**
If the Toll Report Form is incomplete or missing receipts it WILL NOT BE PROCESSED.
Mail To: Attention of Payroll Dept. Fax To Payroll: 718-291-5998

NAME _____ **DATE** _____

MONTH _____ **YEAR** _____

DATE	FROM	TO	AMOUNT