

Reimbursement of Expense Voucher

Name Justin Kaiser Date Submitted 9.16.2025
 Home Address 13 Highland Ave. Budget Code 0011075
Fort Mitchell Ky 41017
 Meeting of KASS Supt. Summit was held at Lexington Marriott on 9/15/25 - 9/16/25.
Travel Expenses (Attach receipts if other than mileage)
 From Fort Mitchell, Ky to Lexington, Ky and return. * Down + back both days
 Date and time of departure: 9/15/25 @ 9:45 am + 9/16 @ 6:00 am
 Date and time of return: 9/15/25 @ 5:00 pm - 9/16 @ 2:00 pm
 Automobile (round trip) 311 miles @ 0.49 per mile \$ 152.39
 Other (round trip) Please circle Airline Train Bus (attach receipts) _____
 Sub-Total: \$ _____

Meals

An overnight stay is required for reimbursement for meals. While on out-of-District trips, a meal allowance shall be paid on a per diem basis for meals. The cost of meals consumed during such travel shall be reimbursed at a rate not to exceed sixty dollars (\$60) per day.

Day 1	\$ _____
Day 2	\$ _____
Day 3	\$ _____
Day 4	\$ _____
Day 5	\$ _____

Sub-Total: \$ _____

Lodging (attach receipts)

_____ days @ \$ _____ per day including tax.

Sub-Total: \$ _____

Other Expenses (Attach itemized receipts)

Parking Receipt - 9/15 - \$11.00
Parking Receipt - 9/16 - \$7.00

Sub-Total: \$ 18.00Total: \$ 170.39

I certify that the above expenses were incurred by me on behalf of Beechwood Board of Education and/or Beechwood Elementary School and/or Beechwood High School, and none of these expenses shall be paid for or reimbursed from any other source.

[Signature]
 Signature of Person Requesting Payment

Approved for Payment

Principal/Supervisor

Business Mgr.

Date

Date

Superintendent

Date

[Signature]
8-15-23

Review/Revised: 8/12/2024

13 Highland Ave
to Lexington Marriott City Center

 **1 hr 12 min** (77.76 miles)

via I-75

9/15/25 + 9/16/25 - down + back
both days.
 $77.76 \text{ miles} \times 4 =$
311.04 miles

 **Start**
13 Highland Ave

 Head northwest on Highland Ave.

Go for 325 ft.

 Turn right onto Dixie Hwy (US-25/US-42/US-127).

Go for 0.8 mi.

 Turn left and take ramp onto I-71 S/I-75 S toward Lexington/Louisville.

Go for 15.0 mi.

 Continue on I-75 S toward Lexington.

Go for 57.6 mi.

 Take exit 115 toward Lexington/Airport onto KY-922 S (Newtown Pike).

Go for 2.1 mi.

 Keep right onto Newtown Pike (KY-922 S).

Go for 1.5 mi.

 Turn left onto W Main St (US-25/US-421).

Go for 0.3 mi.

 Turn left onto Felix St.

Go for 285 ft.

 Turn right onto W Short St.

Go for 0.1 mi.

 Continue on W Short St.

Go for 0.2 mi.

 Turn right onto N Upper St.

Go for 502 ft.

 End at
Lexington Marriott City Center
121 W Vine St, Lexington, KY 40507

Receipt

P/S #04
T/D #01
Entry Time
Exit Time
Parking Time
Parking Fee
Rate A \$7.00
Taxable Amount \$6.60
Taxable Amount1 \$0.40
TAX(Included) 6.00 % \$0.40
Tax1
VISA *****5840
Account # 15344
Slip # 0000342926
Auth Code \$7.00
Credit Card Amount \$0.00
Cash Amount
Total \$7.00

Thank You for Your Visit
Please Come Again !

Receipt

P/S #04
T/D #01
Entry Time
Exit Time
Parking Time
Parking Fee
Rate A \$11.00
Taxable Amount
Taxable Amount1 \$10.38
TAX(Included) \$0.62
Tax1 6.00 % \$0.62
VISA *****5840
Account # 15274
Slip # 0000138337
Auth Code
Credit Card Amount \$11.00
Cash Amount \$0.00
Total \$11.00

Thank You for Your Visit
Please Come Again !