



Adjunct Services

Vendor Travel for Provision of CRS Services

Authorization #	
Aware Participant ID	

VR District Office:	Vendor:
VRC Name:	SFS Vendor ID:
	Report Date:

Customer First Name:	Customer Last Name:
Customer Phone Number:	
Customer Email Address:	

Vendor Travel to provide CRS Services	
Unit of Services = 1 mile	
<p>Note: Documentation of miles traveled to provide services must be submitted with report.</p>	
<p>Only those miles travelled over 35 miles each-way (70 miles round-trip) are reimbursable. Use one of the below calculations (one-way or round-trip):</p>	
One-way Trip Calculation	Round-trip Calculation
<p>One-way miles:</p> <p>A. Miles <u>over</u> 35 per trip:</p> <p>B. Trips taken :</p> <p>C. Mileage Rate: \$ /mile</p>	<p>Round-trip miles:</p> <p>A. Miles <u>over</u> 70 per trip:</p> <p>B. Trips taken:</p> <p>C. Mileage Rate: \$ /mile</p>
<p>Total # of miles (A x B):</p> <p>Total reimbursement (A x B x C): \$</p>	
<p>Dates traveled (i.e., 1/1/24, 1/5/24, etc.):</p> <p>Summarize services provided:</p>	

VR-142X

Travel Details (All areas below must be verified for payment)	
<input type="checkbox"/>	Distance traveled to provide authorized services was a minimum of 35 miles each way.
<input type="checkbox"/>	Mileage of travel distance verified by a valid mapping source (i.e., Google Maps, MapQuest, etc.)?
<input type="checkbox"/>	Travel was authorized in conjunction with:

Completed By:

_____ Printed Name

_____ Title

Phone:

Email: