To: Kathleen Sutton Fund Recipient **From: Client Advocates, Valerie Rotmark & Becky Bryan**

In order to help you track your travel expenses, we are providing you a form hoping it will ease tracking dates, places and modes of travel. The **first line you see is an example**. Mileage is calculated from your home unless noted otherwise.

When you have completed this form you can email it to: help@kathleensutton.org, mail it to: KSF PO Box 727 Kingston, WA 98346 or call us at 360-328-1049.

Name:_____phone:_____Email:_____

Date	Clinic/hospital	City	Drove only	Car/drive On ferry * (senior)	Ferry Route	Passenger* Walk on (senior)	park	Other	Notes
1/1/19	SCCA	Seattle	Y / N	Y / N	Bremerton	1	$10	----------	* Please indicate if ferry or passenger is senior rate-
	Start next line								