

Worksheet for Common Moving or House Hunting Expenses

Include this worksheet along with required receipts and Moving Expense Agreement.

Description		Amount
Airfare		
Car Mileage	Miles: _____ per mile	
Car Rental		
Car Rental Fuel		
Meals		
Moving Company		
Moving Truck Fuel		
Moving Truck Rental		
Packing Material		
Parking		
Self-Move Container		
Storage		
Other		
Other		
Other		
Other		
Other		
Other		
Other		
Other		
Total Amount to be Paid to Employee via Payroll		