

# Mission Trip Expense Worksheet

## Team Member Expenses

Airfare .....	_____
Meals .....	_____
Lodging .....	_____
In-country transportation .....	_____
Short-term overseas insurance .....	_____
Visas .....	_____
Country Exit Tax .....	_____
Team Project Fund .....	_____
Team training expenses .....	_____
Commissioning Banquet .....	_____
Team Apparel .....	_____
Miscellaneous .....	_____

## Personal Out-of-Pocket Expenses

Immunizations .....	_____
Special sight-seeing or touring cost .....	_____
Souvenirs & Gifts .....	_____
Travel & Packing items .....	_____