

MISSING RECEIPT AFFIDAVIT

reimbursable Adequate documentation, including itemized receipts, must be submitted to substantiate expenses in accordance with the State of Nebraska and the respective University of Nebraska System policies.


For non-reimbursable expenses, adequate documentation must be submitted to substantiate the expense.

To create an affidavit, choose from the Expense(s) below that require a Receipt

Expense Type	Date	Amount	Receipt Required
Meal (including tip)	04/11/2020	MXN 371.56	<input checked="" type="checkbox"/>

By using the Missing Receipt Affidavit, I certify these expenses were incurred by me on behalf of the University of Nebraska or the Nebraska State College System but the original receipt is lost or not requested and/or will not be obtainable from the issuing business. I further certify that I have identified source for the missing receipt. I further certify this expense report complies with all travel policies and does not contain any unauthorized items, including but not limited to alcohol.

Accept & Create

- To view or print the affidavit, select the expense and click on the receipt image tab or hover over the  icon.

Expenses

Date	Expense Type	Amount	Requested
04/11/2020	Meal (including tip) Jose Taco, Cabo San Lucas, MEXIC	\$10.63 MXN 250.00	\$10.63

Receipt Image

Vendedor: El Sol
Amount: MXN 371.56