

**Minnesota State Colleges and Universities
Affidavit**

State of Minnesota
County of _____

_____, being duly sworn, says that he/she is an employee of the State of Minnesota, Northland Community and Technical College and that on _____, 20___: He/She

_____ purchased a ticket for transportation from _____ to _____ for which the sum of \$_____ was paid.

_____ paid a Registration fee of \$_____ to _____.

_____ secured lodging at _____ in _____ for which the sum of \$_____ was paid.

_____ _____ for which \$_____ was paid.

_____ And further, that a receipt was not obtained for the above expenditure.

_____ And further, that a receipt was obtained but that it was lost.

This expense was incurred as an employee of the State of Minnesota on official business.
This affidavit is submitted in lieu of an official receipt.

Claimant

Subscribed and sworn to before me this _____ day of _____, _____.

Notary Public

_____ County, Minnesota

My Commission Expires _____