

### Field Trip Payment Record

Program title: Introduction to Environmental Studies

Instructor Name: Sharon Anthony

Student's Name: \_\_\_\_\_ ID# \_\_\_\_\_

Activity	Account #	Sub-Code	Amount
Van Rental	111725	5600	\$17
Lodging	218122	0140	\$4
			Total = \$21

Cashier, please complete the following:

Receipt #: \_\_\_\_\_ Date: \_\_\_\_\_, Cashier's Initials: \_\_\_\_\_

Payments should be made at the Cashier's office. Hours are 10:00 a.m.-4:00 p.m., Mon-Fri.. Please make checks payable to TESC. The only credit cards they accept are Mastercard and Visa.

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**\*\*You need to return the Field Trip Payment Record to Sharon. This needs to be done BEFORE we leave for the field trip. THE CASHIER WILL NOT BE OPEN ON MONDAY MORNING BEFORE WE LEAVE!!!!**

**\*\*\*\*Each person also needs to pay \$25 for food to the representative from your seminar who volunteers to collect food money. They will need your money no later than Wednesday, October 15<sup>th</sup>.**

**\*\*If you volunteered to be a driver, remember to go to the motor pool and talk to Sherry Parsons. You'll need to take a 30-minute test. To get to the motor pool, leave campus at the main entrance and take a left onto the Evergreen Parkway. Take the second left onto Driftwood. Turn right in about 100 yards. The hours are 8-noon and 1-4:30. Sherry's phone number is 867-6354.**

**\*\*We also need some students to bring some firewood for evening campfires. Maryhill State Park does not have firewood available.**

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