

Hocking College

Institutional P-Card Checkout: Uber/Lyft Reciept Form

If you utelize a service such as Uber or Lyft on your trip we ask that you use this form to provide us the charge amount, tip amount, and total amount of your journey.

<u>Date of Transaction</u>	<u>Charge</u>	<u>Tip</u>	<u>Total</u>	Reciept Present