

Human Resources Center ~ Transportation Invoice - March 2025

MPI# 100000783 Location Code: 0011

Name: _____

Individual Name: _____

Employee:

Primary Caregiver:

Address & Telephone: _____

Rate: \$0.66 Eff: Jan 2023

Office Use Only

DAY	DATE	LOCATION	ADDRESS	LOCATION	ADDRESS	REASON	MILEAGE	DAILY TOTAL	TRIP MILEAGE	
									Plan	Non-Plan
SAT	1									
SAT	1									
								WEEK TOTAL:		
SUN	2									
SUN	2									
MON	3									
MON	3									
TUE	4									
TUE	4									
WED	5									
WED	5									
THU	6									
THU	6									
FRI	7									
FRI	7									
SAT	8									
SAT	8									
								WEEK TOTAL:		
SUN	9									
SUN	9									
MON	10									
MON	10									
TUE	11									
TUE	11									
WED	12									
WED	12									
THU	13									
THU	13									
FRI	14									
FRI	14									
SAT	15									
SAT	15									
								WEEK TOTAL:		
SUN	16									
SUN	16									
								WEEK TOTAL:		

Office Use Only

Plan Miles: _____

Non-Plan Miles: _____

Total Miles: _____

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DAY	DATE	LOCATION	ADDRESS	LOCATION	ADDRESS	REASON	MILEAGE	TRIP MILEAGE			
								DAILY TOTAL	Plan	Non-Plan	
MON	17										
MON	17										
TUE	18										
TUE	18										
WED	19										
WED	19										
THU	20										
THU	20										
FRI	21										
FRI	21										
SAT	22										
SAT	22										
WEEK TOTAL:											
SUN	23										
SUN	23										
MON	24										
MON	24										
TUE	25										
TUE	25										
WED	26										
WED	26										
THU	27										
THU	27										
FRI	28										
FRI	28										
SAT	29										
SAT	29										
WEEK TOTAL:											
SUN	30										
SUN	30										
MON	31										
MON	31										

Signature: _____ Date: _____ Approved by - _____ Date: _____

Relationship to Consumer: _____

****Invoices must be approved/verified by the Consumer himself/herself, or Primary Caretaker before it is submitted for payment. Invoices that are not signed cannot be paid.****

Signed invoices must be received in our office by the Third (3rd) of each month : fax to: (570) 872-9959

Human Resources Center, Inc.

PO Box 77, Effort PA 18330