

## Eligible Proof of Payments

### Food Service Paper Products

**Option 1** Check: Canceled Check with posting information

**Option 2** Cash Reimbursements: Canceled check payable to an individual

**Option 3** Credit or ATM Card: Credit card or bank statement

### Transportation

**Option 1** Vehicle Rental: Itemized receipts, and proof of payment

**Option 2** Mileage: mileage log inclusive of odometer readings

### Staff

**Option 1** Check: Canceled Check with posting information

**Option 2** Cash: Photo ID, or picture with individual(s) signatures on the scanned copy. **Example\*\***



*Michael Motorist*

**Option 3** Direct Deposit: Itemized payroll registry

**Option 4** Metro Card: metro card receipt(s)

### Utilities

**Option 1**: Billing and Payment histories from utility company website

**Option 2**: Individual itemized bills, and canceled checks or bank statement

### Space Costs

**Option 1** Check: Canceled Check with posting information

**Option 2** Credit or ATM Card: Credit card or bank statement

**\*Documents must be submitted along with the UWNYC Form\***