



## IRIS Participant-hired Worker Expense Report

- Instructions:**
1. Participant-hired worker completes expense information and attaches receipts.
  2. Participant-hired worker and participant employer sign at the bottom.
  3. **Applicable receipts and/or bank statements must be attached.** A copy of only the front of a written check is not an acceptable receipt.
  4. Before submitting, make sure the items are included in the participant employer's plan.

Pay Period Begins (MM/DD/YYYY): \_\_\_\_\_ Pay Period Ends (MM/DD/YYYY): \_\_\_\_\_

Participant-hired Worker Number: \_\_\_\_\_

Print Participant-hired Worker Name: \_\_\_\_\_

Print Participant Employer Name: \_\_\_\_\_

Date	Description	Service Code	Amount
		<b>Total Amount:</b>	

Participant-hired Worker Signature: John Doe Date: \_\_\_\_\_

Participant Employer or Guardian Signature: John Smith Date: \_\_\_\_\_