

New York Conference United Church of Christ
5575 Thompson Road
DeWitt, New York 13214

Vendor #
Voucher #
Invoice #

EXPENSE VOUCHER (For reimbursement of funds paid by individual)

In connection with the meeting of _____

held at _____ on (date) _____

Office Use Only
Date _____
Acct. _____
Check _____

Railroad/Bus/Plane Fare	\$ _____ *
Automobile Mileage _____ @ \$.14/mile	\$ _____ *
Taxi, Airport Limos, Tolls & Parking	\$ _____ *
Meals	\$ _____ *
Lodging	\$ _____ *
Total Expense	\$ _____

***Receipts Required**

APPROVED BY:

Name _____
PLEASE PRINT

Conference Minister _____ Address _____

Financial Manager _____ City _____ State _____ Zip _____

New York Conference United Church of Christ
5575 Thompson Road
DeWitt, New York 13214

Vendor #
Voucher #
Invoice #

EXPENSE VOUCHER (For reimbursement of funds paid by individual)

In connection with the meeting of _____

held at _____ on (date) _____

Office Use Only
Date _____
Acct. _____
Check _____

Railroad/Bus/Plane Fare	\$ _____ *
Automobile Mileage _____ @ \$.14/mile	\$ _____ *
Taxi, Airport Limos, Tolls & Parking	\$ _____ *
Meals	\$ _____ *
Lodging	\$ _____ *
Total Expense	\$ _____

***Receipts Required**

APPROVED BY:

Name _____
PLEASE PRINT

Conference Minister _____ Address _____

Financial Manager _____ City _____ State _____ Zip _____