

Date Submitted: \_\_\_\_\_

For Treasurer's Use Only

Paid \_\_\_\_\_

Check # \_\_\_\_\_

## Vanderlyn PTA EXPENSE VOUCHER

To : Judi Carlson, Vanderlyn PTA Treasurer

From (name & phone #): \_\_\_\_\_

Budget Category: \_\_\_\_\_

Item(s) or Service(s) Purchased: \_\_\_\_\_

Check Made Payable To: \_\_\_\_\_

Amount\*: \_\_\_\_\_

Committee Chairperson Signature: \_\_\_\_\_

\*This Amount must be within your committee's budget in order for the PTA to reimburse you!!!