



LWML ROCKY MOUNTAIN DISTRICT EXPENSE VOUCHER

Attn: Chris Bostron
 LWML RMD Treasurer
treasurer@lwmlrmd.org

Voucher Submit Date:

Keep one copy for your files.

Send one copy of this voucher to the President by mail or email.

Scan or attach any receipts.

Pay to:

Mail to:

Signed:

| | | |
|--------------|------------|----------|
| Meeting Type | Start Date | End Date |
|--------------|------------|----------|

Treasurer Only

Date Paid:

Check #:

Amount:

Donation:

Signed:

Approvals

VP or Chairman

Date:

Signed:

President

Date:

Signed:

| Account | Description | Miles | Amount |
|----------------------------|---|------------------|--------|
| | Travel (total miles—amount calculated automatically at 30 cents/mile) | | |
| | Travel (not mileage, such as air) | | |
| | Lodging | | |
| | Meals | | |
| | Supplies | | |
| | Postage | | |
| | Printing | | |
| | Other | | |
| | Other | | |
| | | Total | |
| Donation (Optional) | | Donation | |
| | | Net Check | |

Additional Information
(if needed):

Donation Receipt Issued to _____ in lieu of payment in the amount of _____

This was an added generous gift to our Mite Fund. You received no goods or services other than intangible religious benefits in exchange for this donation. Please keep this receipt for your tax records.