

Budget OK
Receipts OK

## PTA EXPENSE VOUCHER 2015-2016 SCHOOL YEAR

Date:			
Check pa	yable to:		
Contact e	e-mail:	(Please Print)	
Deliver via classfoom:		or mail to: mailing address	
Date	Committee	Items/Explanation	Amount
In order to	maintain accurate re-	pords, this yougher form must be completed for each DTA/DT	SA expense All
receipts (or	photo copies of rece	cords, this voucher form must be completed for each PTA/PT ipts) must be attached or check cannot be processed.	SA expense. All
Check #:		Total Amount:_\$	
Date prod	cessed:		
Date dell	vereu/malleu.		
Beth Zan	ge-Sellers, PTA T	 reasurer	
Additiona	i Comments:		