



700 E. Melrose Ave  
 Findlay, OH 45840  
[bking@maumeevp.org](mailto:bking@maumeevp.org)

Expense Voucher

Make Check payable to:

\_\_\_\_\_  
 Name

\_\_\_\_\_  
 Address

\_\_\_\_\_  
 City State Zip

Committee/Vendor: \_\_\_\_\_

Date: \_\_\_\_\_ Amount Due: \$ \_\_\_\_\_

Description of Expense: \_\_\_\_\_

Business Purpose of Expense: \_\_\_\_\_

Receipt/Bill:  Attached  No

Expense Account Number: \_\_\_\_\_ Amount \_\_\_\_\_

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Expense Account Number: \_\_\_\_\_ Amount \_\_\_\_\_

**Total** \_\_\_\_\_

Committee Approval: \_\_\_\_\_

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

EFT \_\_\_\_\_

General Journal \_\_\_\_\_



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