PIONEER PTA

EXPENSE VOUCHER

(ONLINE VERSION AVAILABLE ON PTA WEBSITE WWW.PIONEERPUMAS.ORG)

EVENT NAME or BUDGET LINE ITEM NAME *(Only one please…do not combine "different" expenses)*:

MAKE CHECK PAYABLE TO:

EMAIL ADDRESS: (Required)

CONTACT OR MESSAGE PHONE NUMBER: ___-___

DATE: __-__-____

BE SURE TO ATTACH ALL SUPPORTING ORIGINAL RECEIPTS, INVOICES, ETC. - Do not combine "different" expenses.

ABBREV. RETAILER NAME	ITEM DESCRIPTION	AMOUNT
		.
		.
		.
		.
		.
		.
		.
		.
		.
		.

CHECK TOTAL: .

FOR OFFICE USE ONLY

CHECK DATE __-__-____

CHECK NO.

BUDGET [TRANSACTION] ACCOUNT NAME

TRANSACTION AMOUNT .

Create Date: 08.04.2009

Updated: 10.01.2009