



BETHLEHEM GARDEN CLUB

ITEMIZED EXPENSE VOUCHER

Name: _____

Reimbursable Expenses (Attach original receipts)

<u>Date</u>	<u>Description</u>	<u>Purpose</u>	<u>Total</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Total Reimbursable Expenses: _____

I declare these expenses to be for the Bethlehem Garden Club and that they are correct to the best of my knowledge.

Signature: _____ Date: _____

For Treasurer's Use Only

Total Amount: _____

Approved For Payment By: _____

Check #: _____ Date: _____