



OPTIMIST INTERNATIONAL



DISTRICT EXPENSE VOUCHER

I hereby certify that I have incurred the following expenses in meeting the responsibilities of my office and request reimbursement by the District Secretary-Treasurer within the provisions of the budget and available funds of the district.

DATE _____ SIGNED _____

Indicate nature and purpose of expense: _____

Club Visitation Report enclosed Club Visitation Report submitted on _____

| ITEMS (Attach paid invoice where possible) | AMOUNT |
|---|--------|
| | \$ |
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| | |

IF REIMBURSEMENT FOR TRAVEL, INDICATE THE FOLLOWING

| Date | From | To | Miles | Amount or ¢ per mile |
|------|------|----|-------|-------------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Approved _____ Total Expenses \$ _____
 GOVERNOR

TO BE COMPLETED BY DISTRICT SECRETARY-TREASURER

Budget Account(s) charged to: _____ Account No. _____ Amount _____ Paid by Check No.: _____

Date _____ By _____
 DISTRICT SECRETARY-TREASURER