

W. Tresper Clarke
740 Edgewood Drive
Westbury, NY 11590
516-876-7401

Expense Voucher

Name: _____

Address: _____

Telephone: _____

Make Check Payable to: _____

Expense incurred as: Officer _____ Chairman _____ Committee _____

Special Project: _____

Date	Type of Expense	Purpose/Event	Amount

Total: _____ \$ _____

Approved: _____

Check Number: _____

Check Date: _____

Attach copy of bill/receipt!

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Remittance Form

Name: _____

Address: _____

Telephone: _____

Receipt received for: Event _____ Committee _____ Donation _____

Other: _____

Cash \$: _____

Coins \$: _____

# of checks	_____	at	_____	=	_____
# of checks	_____	at	_____	=	_____
# of checks	_____	at	_____	=	_____
# of checks	_____	at	_____	=	_____
# of checks	_____	at	_____	=	_____
# of checks	_____	at	_____	=	_____
# of checks	_____	at	_____	=	_____
# of checks	_____	at	_____	=	_____
# of checks	_____	at	_____	=	_____
# of checks	_____	at	_____	=	_____
# of checks	_____	at	_____	=	_____
# of checks	_____	at	_____	=	_____
# of checks	_____	at	_____	=	_____

Total \$ _____

Date Received:

Date Deposited:
