

Attach receipts here

Santa Fe Master Gardener Association Expense Voucher

Category _____

Submitted by _____

Date _____

Item(s)	Amount
	\$.
	\$.
	\$.
	\$.
	\$.
	\$.
	\$.
	\$.
	\$.

Total amount requested for reimbursement: \$ _____
(Receipts must be attached!)

Your signature verifying above is accurate:

Approval of leader/director/coordinator (if he/she is not the individual submitting):

Submit to Treasurer: Joy Mandelbaum, 47 Happy Trails, SF 87505

For Treasurer's use:			
Budget Category	Subcategory		
_____		\$	_____
_____		\$	_____
_____		\$	_____
_____		\$	_____
Date _____	Check # _____	Amount of check	\$ _____
Approved By: _____		Date _____	
Approved By: _____		Date _____	
Two board members must approve prior to issuing check			