

PRESBYTERY OF SUSQUEHANNA VALLEY
5811 Heritage Landing Drive, 2nd Floor, East Syracuse, NY 13057-9360
Email with Receipts attached to: finance@susvalpresby.org

One trip per voucher

2017 Committee Expense Voucher

Payable to _____ Address _____

Date of trip _____ Location/Purpose of trip _____

_____miles @.535 per mile in 2017	\$ _____	CLP operating - 700101
Telephone	\$ _____	CLP program - 700104
Meals	\$ _____	CLP scholarships - 700105
Other _____	\$ _____	

TOTAL \$ _____

I wish to be reimbursed YES / NO **Check one**

I wish to be reimbursed only this amount \$ _____

Budget Account to be charged _____ Account # _____

Signature of Requestor _____ Approved by _____
(Chair of Committee or Authorized Signature)

rev 12/15/2016

PRESBYTERY OF SUSQUEHANNA VALLEY
5811 Heritage Landing Drive, 2nd Floor, East Syracuse, NY 13057-9360
Email with Receipts attached to: finance@susvalpresby.org

One trip per voucher

2017 Committee Expense Voucher

Payable to _____ Address _____

Date of trip _____ Location/Purpose of trip _____

_____miles @.535 per mile in 2017	\$ _____	CLP operating - 700101
Telephone	\$ _____	CLP program - 700104
Meals	\$ _____	CLP scholarships - 700105
Other _____	\$ _____	

TOTAL \$ _____

I wish to be reimbursed YES / NO **Check one**

I wish to be reimbursed only this amount \$ _____

Budget Account to be charged _____ Account # _____

Signature of Requestor _____ Approved by _____
(Chair of Committee or Authorized Signature)

rev 12/15/2016