

Rotary District #7150
Voucher Request

DATE REQUESTED:

PAY TO THE ORDER OF:

MAILING ADDRESS

PAYMENT IS FOR:

TOTAL AMOUNT REQUESTED:
(to be completed by requestor)

NAME OF PERSON REQUESTING:

COMMITTEE CHAIR APPROVAL (signature):

Bottom half to be completed by District

TOTAL AMOUNT BUDGETED & PAID:
(to be completed by DG & Treasurer)

CATEGORY TO BE CHARGED:

BUDGET ITEM NUMBER:

SITTING Governor APPROVAL (signature):

APPROVAL DATE:

DATE PAID:

CHECK # ISSUED

*Make sure to attach all documentations, checks cannot be issued without it.
For amounts in excess of \$250, prior approval is required*

Return to District Treasurer:
John Howard
Rotary District 7150
8504 Seneca Tpke
New Hartford, NY 13413-4962