



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
	\$

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

Account No. Amount

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

Date _____ By _____
 DISTRICT SECRETARY-TREASURER