

**EXPENSE VOUCHER -- LAND O' LAKES DISTRICT**

NAME: \_\_\_\_\_

TITLE : \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Explanation of Activities for which expenses  
were incurred:

EXPENSES INCURRED :

TRAVEL (@ \$ .40 ) ..... \$ \_\_\_\_\_

LODGING ..... \$ \_\_\_\_\_

POSTAGE ..... \$ \_\_\_\_\_

TELEPHONE ..... \$ \_\_\_\_\_

OTHER (Itemize)

\_\_\_\_\_ ... \$ \_\_\_\_\_

\_\_\_\_\_ ... \$ \_\_\_\_\_

\_\_\_\_\_ ... \$ \_\_\_\_\_

TOTAL..... \$ \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

( Attach receipts where applicable )

APPROVAL \_\_\_\_\_

Mail To: **Matt Nagel**  
**4999 Sterling Dr.**  
**Greendale, WI 53129**

Date Paid \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Check Number \_\_\_\_\_ Amount Paid : \$ \_\_\_\_\_

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OTHER (Itemize)

\_\_\_\_\_ ... \$ \_\_\_\_\_

\_\_\_\_\_ ... \$ \_\_\_\_\_

\_\_\_\_\_ ... \$ \_\_\_\_\_

TOTAL ..... \$ \_\_\_\_\_

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