



**WOMEN'S DEPARTMENT**  
**AUXILIARY to the NORTH PACIFIC BAPTIST CONVENTION**  
 Washington and Oregon  
**AFFILIATED with the NATIONAL BAPTIST CONVENTION USA INC.**

**VOUCHER**

<b>Name</b>	<b>Address</b>
<b>Office/Title</b>	<b>City, State, Zip</b>
<b>Church</b>	<b>Telephone</b>

**TRAVEL EXPENSE**

Meeting: \_\_\_\_\_

Date: \_\_\_\_\_

EXPENSE	DATE	DESCRIPTION	AMOUNT
Airfare			
Mileage (own car)			
Train/Bus Fare			
Lodging			
Meals			

**OFFICE EXPENSE**

EXPENSE	DATE	DESCRIPTION	AMOUNT
Postage			
Stationery			
Telephone			
Printing			
Literature			

**OTHER EXPENSES**

EXPENSE	DATE	DESCRIPTION	AMOUNT
<b>TOTAL EXPENSES</b>			

\_\_\_\_\_  
 President's Signature Date

\_\_\_\_\_  
 Treasurer's Signature Date

**OFFICE USE ONLY**

Voucher#: \_\_\_\_\_ Date: \_\_\_\_\_ Check#: \_\_\_\_\_

Budget Charge: \_\_\_\_\_