Payment Voucher Procrastinating Quilters Quilt Guild

Date:

Committee Name and Chair person:

Person submitting:

List of Expenses (include all receipts and purpose of the expense):

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

Total of all Expenses:

Payment Date: Payment Amount: Check Number: Signature of Treasurer: