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 availability of 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 $0. per mile.
			Total Expenses	$ 0.00

Approved: ______________________________
Governor

To be completed by District Secretary-Treasurer below:

Budget Account(s) charged to:	Account No.	Amount:
	________	________________
	________	________________
	________	________________

Date: ______________________ By: ______________________________
District Secretary-Treasurer