

Sun City Grand Lady Putters

Expense Voucher

Please complete the form to request reimbursement of expenses for club business. Attach receipts and submit to either the LP President or your Committee Chair for approval.

Name: _____

Address: _____

Date: _____

Method of Payment:

☐ LP Credit Card

☐ Personal Card (Credit / Debit)

☐ Check / Cash

Amount \$ _____

Description of Purchase:

President approval: _____ OR Committee Chair approval: _____

Date approved: _____ Date approved: _____

Treasurer date paid _____

Check # _____

Zelle # _____