

# MARYLAND GENERAL SERVICE

## EXPENSE VOUCHER

As of Oct 27, 2011

Name: \_\_\_\_\_

Committee: \_\_\_\_\_

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

Briefly describe reason for expenditures: \_\_\_\_\_

Select one	Transportation -Mileage @ \$0.25/mi	Enter miles	x	\$0.25	Enter cost
	Transportation -Gasoline				\$0.00
	Transportation -Other				
	Telephone				
	Lodging				
	Meals				
	Tolls & Parking				
	Postage				
	Copies				
	Printing				
	Office Supplies				
	Registration				
	Rent				
	Coffee-Donuts				
	Lunch				
	Mailing Meeting Notice				
	Mailing Seed Money				
	Other - Docking Fee				
	Delegate Contribution GSC				
	Host Out - Food Cost				
	Host Seed				
	Grapevine -Out				
	Literature -Out				
	MD State Conv Seed				
	Fall Conference Seed				
	Mini-Conference Seed				
	Bank Charge				
	Print Area Handbook				
	Print Margenser				

				Enter cost
Other _____	\$	_____		
_____	\$	_____		
_____	\$	_____		
<b>Total</b>	<b>\$</b>	<b>_____</b>		<b>\$0.00</b>

Signature \_\_\_\_\_ Date \_\_\_\_\_

Treasurer Approval \_\_\_\_\_ Date \_\_\_\_\_