

Expense Voucher  
District 5M3

Name: \_\_\_\_\_  
Office: \_\_\_\_\_  
Date Submitted: \_\_\_\_\_  
Make Check Payable to : \_\_\_\_\_

Date	Travel Purpose	Mileage	Amount	Lodging Location	Amount	Meals	Misc.-Phone, Postage, etc.	Amount
TOTALS		-	-		-	-		-

Allowable Expenses

Send Completed Voucher  
with receipts to:

- Rules of Audit-Lions Club Intl.
- 0.41 Mileage per mile
- 25.00 Amt per meal (max \$50 per day)
- 75.00 Lodging per night

Lion Denise Nelson  
405 S St  
Morgan MN 56266

Mileage Amount	-
Lodging	-
Meals	-
Misc.	-
Grand Total	-

I certify that the above expenses were incurred by me and that they are true & accurate.

SIGNATURE \_\_\_\_\_