

The NORTH PARISH  
of NORTH ANDOVER  
Unitarian Universalist  
*Spirit · Community · Equality*



**EXPENSE VOUCHER/REQUEST FOR REIMBURSEMENT/CHECK REQUEST**

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

Submitted by: \_\_\_\_\_

Check Payable To: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Expense for Items:

Amount:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\$ \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Please attach receipts or invoice.)

**TOTAL**

\$ \_\_\_\_\_

CHARGED TO: (Committee, expense category, fund)

\_\_\_\_\_

APPROVED BY: (Check one and sign.)

\_\_\_\_ Minister \_\_\_\_\_

Check No.: \_\_\_\_\_

\_\_\_\_ Committee Chair \_\_\_\_\_

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

\_\_\_\_ Treasurer \_\_\_\_\_

\_\_\_\_ Other \_\_\_\_\_