Metropolitan Chicago Synod, ELCA

Fiscal Year 2012

Volunteer Expense Voucher

_____
(Council, Team, Committee, Strategy, Other)

I herewith submit my authorized expenses as listed below:

_____ _____ _____
(Committee or Task Force) **(Activity)** **(Date)**

Individual or Vendor: _____
(Please Type or Print)

Mail To (if different): _____
(Please Type or Print)

Address: _____
(Street or P.O. Box)

_____
(City) **(State)** **(Zip Code)**

Auto Mileage _____ miles at 14 cents per mile $ _____

Tolls, Parking, etc. _____ $ _____

Other Transportation _____ $ _____

Food Purchases _____ $ _____

Other Expenses
(Specify) _____ $ _____

_____ $ _____

_____ $ _____

Total Expenses $ _____

Approval (if necessary) _____

*** Note -** This voucher will be returned for any expenses totaling more than $50.00, if receipts are not attached.

Remit to: **Steven Homberg**
Metropolitan Chicago Synod
1420 W. Dickens Avenue
Chicago, IL 60614-3004