

MAPLE ROAD SCHOOL PTO, INC.

EXPENSE VOUCHER FORM

RECEIPT DATE	TYPE OF EXPENSE	CHARGE COMMITTEE OR BUDGET ITEM	EXPENSE AMOUNT	REASON FOR EXPENSE COMMENTS
		Total Expenses		<i>Attach All Receipts</i>
		Less Cash Advances		
		Balance Due		

Date:	
Submitted By:	
Signature:	
Submitted To:	Treasurer, Maple Road School PTO, Inc.
Approved	
Treasurer:	
Approved President:	
Date Processed:	
Check No.	Amount:
Budget Amount:	
Under	Over

Payment Information for Check Requests Payable To: _____ Mail Check to Payee _____ Return Check _____	
---	--