

Presbytery of Southeastern Illinois

General Council Expense Voucher

| |
|------------------------|
| OFFICE USE ONLY |
| Date: _____ |
| Check # _____ |
| Approved: _____ |

Event Date: _____

Name: _____

Remittance Address: _____

| | <u>Mileage</u> -.14/per mile (plus .07 per mile/per passenger) | | | |
|---------------------------|--|----------------|-------------------------|----------------|
| | Total Miles | Mileage | Meals | Other * |
| Travel & Meeting (500700) | _____ | \$ _____ | \$ _____ | \$ _____ |
| Retreats (500710) | _____ | \$ _____ | \$ _____ | \$ _____ |
| Task Forces (500720) | _____ | \$ _____ | \$ _____ | \$ _____ |
| | | | VOUCHER TOTAL \$ | _____ |

*Explanation of **OTHER**: _____

Moderator's Signature: _____

For Reimbursement – Please email completed and signed voucher **and all receipts** to: office@psei.net.

