

**MID-SOUTH DISTRICT  
LUTHERAN WOMEN'S MISSIONARY LEAGUE  
EXPENSE VOUCHER  
(2008-2010)**

Please issue check in the amount of \$ \_\_\_\_\_

To \_\_\_\_\_ Zone \_\_\_\_\_

Address \_\_\_\_\_

City, State \_\_\_\_\_

Office \_\_\_\_\_

Purpose/Account Charged \_\_\_\_\_

Approved \_\_\_\_\_ President \_\_\_\_\_ Date \_\_\_\_\_

Expenses:

Parking		\$	
Travel (Auto)	@ 30	Plane	\$
Meals		\$	
Tips		\$	
Supplies		\$	
Postage		\$	
Phone		\$	
Printing/Copies		\$	
Lodging		\$	
Other		\$	
TOTAL		\$	

(For hotel and meal reimbursements, list all people that this voucher supports.)

**SEND VOUCHERS AND RECEIPTS (if scanned) TO THE PRESIDENT.  
SEND RECEIPTS TO TREASURER IF NOT SCANNED.**

**DONATION RECEIPT**

**I prefer a donation receipt, for tax purposes, in lieu of payment.**

Received From: \_\_\_\_\_

The donation of expenses in the amount of \$ \_\_\_\_\_ incurred by service in office to the  
Mid-South District LWML.

This receipt shall serve to document the donation of the value of materials or travel  
expenses.

Signatures: \_\_\_\_\_ President

\_\_\_\_\_ Treasurer