

(Effective Jan 2024)

FOREST AREA SCHOOL DISTRICT
CONFERENCE/WORKSHOP/EXPENSE VOUCHER

DATE	CONFERENCE/WORKSHOP REASON FOR EXPENSE	ADDRESS	MILES	X .67	MEALS	RGSTN	ROOM	MISC	TOTAL
	TOTALS								

TOTAL EXPENSES _____

LESS ADVANCE _____

BALANCE DUE TRAVELER OR
RETURNED TO DISTRICT _____

APPROVED:

PRINCIPAL

SUPERINTENDENT

I hereby certify the above to be a true and correct
statement of my expenses this ____ day of _____ 20__

By: _____
(Signature)

(Printed or Typed)

—