Expense Voucher
Multiple District 5M

Name:_____
Office:_____
Date Submitted:_____
Make Check Payable to:_____

Date	Travel Purpose	Mileage	Amount	Lodging Location	Amount	Meals	Miscellaneous Phone, Postage etc.	Amount
Totals								

Allowable Expenses

Rules of Audit - Lions Clubs Intl:

Mileage	**$0.30 Per Mile**
Meals	**$16.00 Per Day**
Lodging	**$50.00 Per Night**

Send completed voucher with receipts to:

Bob Harms
MD5M Lions
72530 CSAH 27
Dassel, MN 55325

Mileage:_____

Lodging:_____

Meals:_____

Misc:_____

Grand Total:_____

I certify that the above expenses were incurred by me and that they are true and accurate.

SIGNATURE_____

rev 11/2008