**Cheque#**

**CUPE 122-1-2 Expense Voucher**

 **Name:**

 **Reason for Expense:**

 Please attach necessary receipts and mark **"R"** in appropriate column where a receipt applies.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Treasurers Use Only** | **Date of****Expense****MM/DD/YR** | **Full Details of Expense** | **Receipt****Attached** | **Amount of Expense** |
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| **TOTAL** |  |  |  |  |

 This is to certify that the amount shown above was incurred by me on behalf of CUPE and or the Local.

 **SIGNATURE** **DATE**

 Office Use Only Office Use Only

|  |  |  |  |
| --- | --- | --- | --- |
|  **Cheque #** **Date Issued** |

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| --- |
| **Motion # Auth. Expense (If applicable)** |
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| **Account Expense was applied** | **$** |
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|  |  |
| **TOTAL** |  |

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CUPE Local 122-1-2 Expense Voucher