



Established May 30, 1899

# Indiana State Association of Letter Carriers, AFL-CIO

## Expense Voucher

Submit to Chairperson of the Executive Board.

Name: \_\_\_\_\_  
Please Print

Phone number: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

**Date(s)**

**Event**

\_\_\_\_\_  
\_\_\_\_\_

Date:						Total Miles	Mileage Rate*	Item Total	
Air, Rail, Bus, Etc.									
Car Rental									
Taxi									
Miles driven									
Parking, Tolls									
Lodging									
Breakfast									
Lunch									
Dinner									
Phone									
Registration									
Per Diem									
								<b>Total Expenses</b>	

\*For current mileage rate contact the Chairperson of the Executive Board.

**Signature**

**Date**

The Treasurer of the ISALC will please make payment as stipulated above.

\_\_\_\_\_  
Signature of Chairperson of Executive Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Voucher #

\_\_\_\_\_  
Check #

\_\_\_\_\_  
Check Date

\_\_\_\_\_  
Signature of ISALC President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of ISALC Secretary

\_\_\_\_\_  
Date