Rotary Club of Waupaca
Payment Voucher

Voucher No.:   Date:

Payee Name:

Address:

Purpose of Payment: Expense Account   Dollar Amount: $

Total Amount

Requested by (Committee/Project):

Requested by (Name):

Approved By:

Treasurer Use Only

Check No.:   Date Issued:

Recorded By:

Attachments Required:

■ Receipt   ■ Invoice   ■ Other Documentation