PANTHER VALLEY SCHOOL DISTRICT

Effective: September 9, 2005

MONTHLY EXPENSE VOUCHER

Employee_____ **Month_____ 20_____**

Address_____ **Building_____**

DATE	STARTING POINT	DESTINATION	PURPOSE	NUMBER OF MILES	MILEAGE AMOUNT	AMOUNT	OTHER EXPENSES DESCRIPTION *
				x.485			
				x.485			
				x.485			
				x.485			
				x.485			
				x.485			
				x.485			
				x.485			
				x.485			
				x.485			
				x.485			
				x.485			
				x.485			

$_____TOTAL

*** Receipts are required for "Other Expenses". Please staple to voucher.**
Submit voucher on last day of month.
Professional Employee Bargain Unit Members are to refer to PVEA contract, Article VI, Section 13

Employee Signature:_____ **Date: _____**

Supervisor Signature:_____ **Date:_____**

Business Manager Signature:_____ **Date:_____**