

Unitarian Universalist Congregation in Milford

Expense Voucher

Date: ___/___/___

Pay to: _____

Address: _____ Town: _____ Zip: _____

Account #
(see reverse)

Item Description

Amount

_____	_____	_____.
_____	_____	_____.
_____	_____	_____.
_____	_____	_____.
_____	_____	_____.
_____	_____	_____.

TOTAL TO BE REIMBURSED \$ _____.

Requestor's
Signature: _____

Committee
Chair's initials _____

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FUND RAISING	
45100 Auction	
45200 Holiday Fair	
45300 Music Events	
45400 Pumpkin Festival	
45700 Spring Sales	
45900 Other Fund Raising	
PROPERTY	
62690 Custodial Supplies	
62700 Repairs	
ADMINISTRATION	
64600 Office Supplies	
64700 Software	
64900 Postage	
RELIGIOUS GROWTH	
70100 New Program Development	
70200 Curriculum	
70250 Materials & Leader Costs	
70300 Equipment/Supplies	
70410 Nursery	
70430 Youth – Middle School	
70440 Coming of Age	
70450 Youth – High School	
70480 Adult Programs	
70500 Refreshments	
70600 Special Events	
70620 Recognition	
70700 Workshops	

COMMITTEES	
74100 Board Expenses	
74150 Leader Development	
74350 Social Justice	
74400 Small Group Ministry	
74500 Finance/Stewardship	
74600 Membership	
74650 Hospitality/Coffee	
74710 Communications	
74750 Promotion	
WORSHIP	
74910 Worship Supplies	
74930 Worship Guest Speaker	
74960 Worship Retreat	
MUSIC	
66120 Substitutes Musicians	
66140 Guest Musicians	
66500 Sheet Music	
66700 Professional Development	
OTHER	
53000 DRE Training/Workshops	
71000 Child Care for events	
REV Worship Tech Account	
NOTE: All vouchers must be submitted to the Treasurer/Office through a committee chair.	

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