

EXPENSE REPORT  
ORANGE COUNCIL OF SKI CLUBS

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

REQUESTED BY: \_\_\_\_\_ ACTIVITY \_\_\_\_\_

DATE \_\_\_\_\_ DATE OF ACTIVITY \_\_\_\_\_

CHECKS TO BE WRITTEN TO:

NAME OF PERSON	AMOUNT	COUNCIL CHECK # *
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
	<b>TOTAL:</b>	_____

**ITEMS EXPENSED:**

PLEASE STAPLE ALL EXPENSE RECEIPTS.  
TO THIS FORM

	AMOUNT:	COUNCIL CHECK # *
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
	<b>TOTAL:</b>	_____

EXPENSE CHECK REQUEST:

PAYABLE TO: \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
\_\_\_\_\_

AUTHORIZED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

AMOUNT: \_\_\_\_\_

- ITEMS TO BE RECORDED BY TREASURER.