

CHECK VOUCHER
JACKSON PTA

Submitted By: _____

Check Requested:

In the amount of: \$ _____

Made payable to: _____

Committee/Budget Item: _____

Itemization:

<u>Expenditure</u>	<u>\$ Amount</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Committee Chairman's Signature: _____

Instructions:

1. Please provide all above information, including signature of committee chairman.
2. Attach receipts to back of this voucher, placing staple either in the center or on the right.

Please do not write below this line

Check No. _____ Date: _____