

# SUSSEX - WANTAGE BOARD OF EDUCATION

27 Bank Street  
Sussex, NJ 07461

## PAYROLL VOUCHER

### SECURITY GUARD - OVERTIME VOUCHER

NAME \_\_\_\_\_

**\*\* All Columns need to be filled in to be acceptable for payroll procesing  
Or it will be returned back to the school.**

VOUCHERS MUST BE SUBMITTED FOR PAYMENT IN ACCORDANCE WITH THE VOUCHER /PAYROLL SCHEDULE FOUND ON OUR WEBSITE

| DATE | EVENT               | Start<br>Time | End<br>Time | School | Total OT HRS |
|------|---------------------|---------------|-------------|--------|--------------|
|      |                     |               |             | SMS    |              |
|      |                     |               |             | SMS    |              |
|      |                     |               |             | SMS    |              |
|      |                     |               |             | SMS    |              |
|      | Board of Ed Meeting |               |             | SMS    |              |

#### CLAIMANT'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all it particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Position: Principal

Date: \_\_\_\_\_

Superintendent Signature: \_\_\_\_\_

DATE: \_\_\_\_\_

**Main Office Use Only  
Send Voucher to  
Nancy Sisto @ BOE**