

**MN LMSC REIMBURSEMENT VOUCHER**

**Event Name:**

**Date:**

Instructions:

1. Use a separate voucher for each check request.
2. Attach receipts. You may attach additional explanation or itemization.
3. Email or Mail completed vouchers to:

**Brian Holthus, Treasurer**  
**520 Oak Creek Drive South**  
**Vadnais Heights, MN 55127**  
**EMAIL - [treasurer@minnesotamasters.com](mailto:treasurer@minnesotamasters.com)**

Requester name:

Address:

City, State, ZIP:

Make check payable to third Party (if applicable)

Name:

Address:

City, State, ZIP:

EXPENSE	AMOUNT	EXPLANATION OF EXPENSE
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

I hereby submit this request for reimbursement of expenses incurred by me on behalf of MN LMCS.

**Signature of requester:**

**APPROVALS**

**Committee chair/officer:**

**Date:**

**Treasurer:**

**Date:**