Lions Clubs of Iowa
Multiple District 9
Expense Voucher

Name:		**(required)**
Title:		**(required)**
Address:		**(required)**
Email:		**(required)**
Phone:		**(required)**
Date:		**(required)**
Budget Line Item:		**(reguired)**

Rules of Audit:
1) Lodging $100.00 / per day Maxium
2) Meals $50.00 / per day AND $25 per meal Maxium
3) Mileage $ .50 / per mile

All Expenses require receipts except mileage

Mail to: MD9 Treasurer
PO Box 132
Monticello IA 52310
or
Email (PDF File including receipts) to: treasurer@iowalions.org

Date	Description	Meals	Hotel	Miles Driven	Supplies	Other	Sub-Total

Expense Reimbursement Total: _____