

## CONFERENCE EXPENSE VOUCHER

# FOUNDER REGION

## SOROPTIMIST INTERNATIONAL OF THE AMERICAS, INC.

ALL EXPENDITURES OVER \$25 NEED TO BE PRE-APPROVED.



Submitted by:

Phone:

Email:

(PLEASE TYPE OR PRINT CLEARLY)

APPROVED \$

Check payable to:

## CONFERENCE COORDINATOR

Date \_\_\_\_\_  
Signed \_\_\_\_\_

Address:

## REGION GOVERNOR

Date  
Signed

Signed

**Date Submitted**

## CONFERENCE TREASURER

Date Paid
Signed
Check #
Assigned to account(s) #s

## CI FAR FORM

Send voucher & receipts to Conference Coordinator  
One copy will be returned with your reimbursement.