

WITNESS SECTION and Sharing Fund

This is a fillable PDF. Please fill in appropriate fields and submit Voucher electronically, and be sure to include any Supporting Documentation.

X one of the boxes below for the account to be charged – one form for each account.

Operating Fund Budget

Section Expense

Sharing Fund Campaign expense

YM Appointees & Program

- FCNL
- Friends Peace Teams
- Nat'l. Campaign for Peace Tax Fund
- William Penn House

Committee

- Barrington Dunbar
- Black Concerns
- COPW
- Earthcare Working Group
- EAQWER
- Indian Affairs
- Peace Concerns
- Prisons
- Quaker Earthcare Witness
- Right Sharing
- Witness Activities
- World Ministries

Funds

- Working Groups
- NYYM Name Rep

Requested by:

Name: _____

Date: _____

YES, I attached expense report, minute, bill

Payable to/Mail to: (print or type)

Full name of Organization [person only if expense]

Name _____

Address _____

City/State/Zip _____

Approved by: (Name & date)

Travel Expenses [registration, transportation, lodging, meals]

Must get prior written approval from account's Clerk
From **attached** Travel Expense form:

Location _____ Dates _____

Reason _____

Requested Reimbursement \$ _____

Administrative Expenses (bill)

- Copying/Printing _____
- Mailing _____
- Phone/Electronic Communications _____
- Publications Layout _____
- Supplies _____
- Other Administrative Expenses _____
- Total Administrative Expenses** \$ _____

Program Expenses (bill or minute)

- Facilities/Rental Fees _____
- Food/Beverages _____
- Materials (e.g. books, calendars) _____
- Speaker/Facilitator _____
- Other Program Expenses _____
- Total Program Expenses** \$ _____

Contributions (minute)

- Donations -- outside Organizations _____
- Individual Witness _____
- Scholarships and Stipends _____
- Other Contributions _____
- Total Contributions** \$ _____

Payment Request \$ _____

To make a contribution for all or part please write a check to NYYM RSF, so an acknowledgment can be made.

For Accounting Use Only: