

**Lewis County Clothing & Textile Advisors  
VOUCHER / REIMBURSEMENT  
REQUEST FORM**

Payable to: \_\_\_\_\_ Date \_\_\_\_\_  
(Print name of vendor or individual)

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Committee or Budget Category: \_\_\_\_\_

**Note: All expenditures must be itemized. Bills and/or receipts must be attached.**

Item Description and/or Purpose	Amount
<b>Total Expenditures</b>	

Payment authorized by: \_\_\_\_\_ Date \_\_\_\_\_

**Submit to:** CTA Treasurer

**ATTACH ORIGINAL RECEIPTS / BILLS**

For CTA Treasurer Use Only			
Date Paid	Check #	Amount	Payment made by