

MIDLAND SYMPHONY GUILD
 2017-2018
 EXPENSE REIMBURSEMENT VOUCHER



PAYABLE TO: _____

DATE: _____

ADDRESS: _____

CELL: _____

DATE	DESCRIPTION	EVENT	PLACE OF PURCHASE	AMOUNT \$	(-) SALES TAX *	REIMBURSEMENT AMOUNT \$
TOTAL						

*** MSG cannot reimburse sales tax. Tax ID forms are available from Chairmen & Finance Committee and must be presented prior to purchase.**
All receipts must be emailed together with this form to: finance@midlandsg.com
Committee Chair approval required on all reimbursements.

Committee Chair Signature _____

DATE: _____

