VOUCHER NUMBER_____

NATIONAL ACTIVE AND RETIRED FEDERAL EMPLOYEES ASSOCIATION

OKLAHOMA FEDERATION OF CHAPTERS

I have incurred the follow expenses for the month of _____ **,2018**

Name: _____ **Official Duty:** _____

SECTION A - TRAVEL

DATE	FROM	TO	PURPOSE	CHAPTER NUMBER	MILES	AMOUNT CLAIMED
				Total Miles	0	
					Miles x .545	
				TOTAL SECTION A		$0.00

Section B: LODGING (Actual Cost - Maximum $93 per night) - Attach Receipt

DATE	PLACE	EXPLANATION	NIGHTS	RATE		AMOUNT CLAIMED
						$0.00
						$0.00
						$0.00
						$0.00
				TOTAL SECTION B		$0.00

SECTION C: MEALS (Maximums - Breakfast- $11; Lunch - $12; Dinner - $23 - M&IE -$5 = $51)

DATE	PLACE	JUSTIFICATION	COST	AMOUNT CLAIMED
		TOTAL SECTION C		$0.00

SECTION D - OTHER - Provide description and/or explanation (example; postage, telephone calls, printing, etc.)

DATE	DESCRIPTION or EXPLANATION		COST	AMOUNT CLAIMED
		TOTAL SECTION D		$0.00

SECTION E - FEDERATION CONVENTION/REGIONAL TRAINING (Registration, Banquet, etc.)

DATE	DESCRIPTION or EXPLANATION	COST			
			TOTAL SECTION E		$0.00
Approved for Payment:			TOTAL CLAIMED		$0.00

President	Date:	
Paid by Check No.	Date:	Signature Date:
Treasurer	Date:	Title
		Address