The Institute of Electrical and Electronic Engineers, Inc.
New York Section

EXPENSE VOUCHER

Voucher Number: _____   **Date:** _____

Charge to Account No:_____ **Amount: $** _____

Committee / Group: _____

NetSuite Account No: _____

PAY TO: **FORWARD CHECK TO:** _____

Name:_____   **Name:**_____

Title:_____   **Address:** _____

Company:_____   _____

Address: _____

City, State, and Zip: _____   _____

Telephone No: (____) - _____   **Are Proper Receipts Attached?   Y   /   N**

FOR:_____

_____

Notes:

Approved by:_____   **Email:** _____

X_____
Signed Committee Chair or Executive Committee

For Treasurers Use

Check No:_____   **Dated:** _____   **Charge to Account: Listed Above**

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