

**BRADY INDEPENDENT SCHOOL DISTRICT  
VOUCHER SUPPORT**

PAY TO \_\_\_\_\_

ADDRESS \_\_\_\_\_

DATE \_\_\_\_\_ VOUCHER # \_\_\_\_\_

AMOUNT \_\_\_\_\_

**WILL HAND CARRY-DATE NEEDED** \_\_\_\_\_

REASON FOR EXPENSE \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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HOTEL \$ \_\_\_\_\_

MEALS \$ \_\_\_\_\_

MILEAGE \$ \_\_\_\_\_

OTHER \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

ACCOUNT NAME \_\_\_\_\_

ACCOUNT NUMBER \_\_\_\_\_

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

APPROVED BY \_\_\_\_\_ DATE \_\_\_\_\_

Vouchers for entry fees, honor roll awards, workshop registration, etc., must be in the business office **ten (10) days** before the check is needed. **Phone calls are not authorizations for payment.**