

DISBURSEMENT VOUCHER

CHECK AMOUNT:

PAYABLE TO:

PAYABLE ADDRESS:

PURPOSE:

CODING:
(GL(4)-FUND(4)-LOCATION(2)-PROJECT(4))

CHARGE:

PREPARED BY/
DATE:

SPECIAL
INSTRUCTIONS:

APPROVED BY:

APPROVED BY:

I have reviewed the budget(s) included in this payable and understand that sufficient funding exists for this payment.