**University of North Carolina at Chapel Hill**

**Department of Classics**

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| **UNC Voucher Request Form** |
| Issue Payment To:      | Total Purchase Amount:      | Today’s Date:Click here to enter a date: |

**Expenses Submitted for Reimbursement**

|  |  |  |
| --- | --- | --- |
| Date of Purchase:Click here to enter a date: | [ ]  More than 8 people attended | Place, Purpose, and Agenda:      |
| Description:[ ] Meal [ ] Other[ ] Reception [ ] Educ. Supplies[ ] Recruitment [ ] Business Meeting[ ] Membership/Subscription | If 8 or less people attended, please list their names here:      |
| Receipts contain alcohol purchases: [ ] Yes [ ]  No  |

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| --- |
| **Source of Funds:**       |
| Fund | Source | Program | Cost Code 1 | Account |
|       |       |       |       |       |

Signature:

*Please return this completed form to the Classics office with receipts taped here (or paper clipped if they don’t fit):*