VOUCHER NUMBER_____

NATIONAL ACTIVE AND RETIRED FEDERAL EMPLOYEES ASSOCIATION

OKLAHOMA FEDERATION OF CHAPTERS

I have incurred the follow expenses for the month of _____ **,2026**

Name: _____ **Official Duty:** _____

SECTION A - TRAVEL

DATE	FROM	TO	PURPOSE	CHAPTER NUMBER	MILES	AMOUNT CLAIMED
				Total Miles		
					Miles x .725	
				TOTAL SECTION A		

Section B: LODGING (Actual Cost - Maximum $110 per night) - Attach Receipt

DATE	PLACE	EXPLANATION	NIGHTS	RATE		AMOUNT CLAIMED
				TOTAL SECTION B		

SECTION C: MEALS (Maximums - Breakfast- $16; Lunch - $19; Dinner - $28 - M&IE -$5 = $68)

DATE	PLACE	JUSTIFICATION	COST	AMOUNT CLAIMED
		TOTAL SECTION C		

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

DATE	DESCRIPTION or EXPLANATION		COST	AMOUNT CLAIMED
		TOTAL SECTION D		

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

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

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