

# Voucher

Town of Plattekill  
 PO Box 45  
 Modena, New York 12548  
 Town Hall (845) 883-7331  
 Highway (845) 883-5910

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

CODE \_\_\_\_\_

DEPT. \_\_\_\_\_

DATE \_\_\_\_\_

CHECK # \_\_\_\_\_

Detailed invoices must be attached and total entered on this Voucher. Certification below must be signed

DATE	VENDOR'S INVOICE	QUANTITY DESCRIPTION OF MATERIAL OR SERVICES	Unit Price	Amount
			Total	

### CLAIMANT'S CERTIFICATION

I, \_\_\_\_\_, certify that the above account in the amount of \$\_\_\_\_\_ is true and correct; that the item services and disbursements charged were rendered to or for the municipality on the date stated; that no part has been paid or satisfied; that tax from which the municipality is exempt, are not included; and that the amount claimed is actually due.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
TITLE

(SPACE BELOW FOR MUNICIPAL USE)

#### Department Approval

The above services or materials were rendered or furnished municipality on the dates stated and the charges are correct

#### APPROVAL FOR PAYMENT

This claim is approved and ordered paid from the \_\_\_\_\_ appropriations in the above

\_\_\_\_\_  
DATE

\_\_\_\_\_  
AUTHORIZED OFFICIAL

\_\_\_\_\_  
DATE

\_\_\_\_\_  
AUTHORIZED OFFICIAL