



NON-BOARD FUNDS DISBURSEMENT VOUCHER

Date:
School Name:
Club/Team/Activity:
Expense Description:
Total Amount of all Receipts attached:
Cheque Requested by:
Cheque made Payable to:
Signature of Requestor:
Principal/Cost Centre Manager's Signature:
FOR SCHOOL OFFICE USE ONLY
Cheque Date: Cheque #:
Cheque Amount: \$
Cheque made Payable to:
Cash Given To (if applicable):
Expense Category: (Club/Team/Activity)
Recorded in KEV SCA – Issue Cheques: <input type="checkbox"/>
Original Supporting Documents Attached: <input type="checkbox"/>
Cheque Issued by:

For additional copies: <http://tdsbweb/businessservices/Forms/> Non-Board Funds Disbursement Voucher