OWN, JEW-YOR

DEPARTMENT

CLAIMANT'S
NAME & ADDRESS

TOWN VOUCHER

TOWN OF STEPHENTOWN 26 GRANGE HALL ROAD STEPHENTOWN, NY 12168

VOUCHER NUMBER:	
DATE VOUCHER RECEIVED:	
FUND - APPROPRIATION	Amount

Date	VENDOR'S INVOICE NO.	DESCRIPTION OF MATERIALS OR SERVICES	QTY.	Unit Price	Amount
				Total	\$
		CLAIMANT'S CERTIFICATION		Total	\$

I	,, certify that the above account in the amount of \$ is true and correct; that the
į۱	tems, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or
S	atisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

DATE SIGNATURE TITLE

(FOR MUNICIPLE USE ONLY)

DEPARTMENT APPROVAL

APPROVAL FOR PAYMENT

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

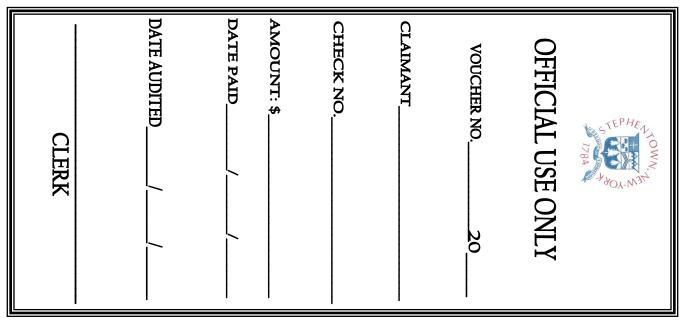
This claim is approved and ordered paid from the appropriations indicated above.

DATE SIGNATURE

DATE SIGNATURE

DATE SIG

SIGNATURE



PLEASE ATTACH INVOICES/RECEIPTS TO VOUCHER AND HAVE DEPARTMENT APPROVAL BEFORE SUBMITTING TO TOWN CLERK. ALL VOUCHERS MUST BE SUBMITTED NO LATER THAN THE PROVIDED DATES BELOW OTHERWISE THEY WILL BE SUBMITTED FOR THE FOLLOWING MONTH:

January 7th, 2022
February 11th, 2022
March 11th, 2022
April 8th, 2022
May 6th, 2022
June 10th, 2022
July 8th, 2022
August 5th, 2022
September 9th, 2022
October 7th, 2022
November 11th, 2022
December 9th, 2022

For the Reconciliation Meeting bills are due to the Town Clerk's Office the Friday BEFORE the meeting is scheduled.

Vouchers can be mailed or delivered to: Town Clerk, 26 Grange Hall Road, Stephentown, NY 12618 OR Emailed to sclerk.wagar@aol.com

IF YOU HAVE ANY QUESTIONS OR CONCERNS PLEASE CONTACT THE STEPHENTOWN TOWN CLERK.