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DEPARTMENT

CLAIMANTS NAME & ADDRESS

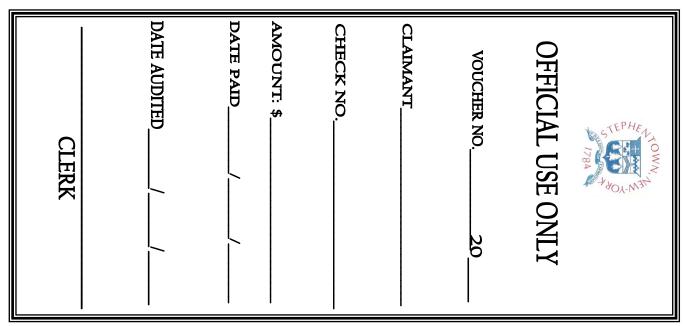
TOWN VOUCHER

TOWN OF STEPHENTOWN 26 GRANGE HALL ROAD STEPHENTOWN, NY 12168

VOUCHER NUMBER:					
Date Voucher Received:					
FUND - APPROPRIATION	Amount				
Total					

Date	VENDOR'S INVOICE NO.	DESCRIPTION OF MATERIALS OR SERVICES	QTY.	Unit Price	Amount	
				Total	\$	
CLAIMANT'S CERTIFICATION						
I, is true and correct; that the						
items, services and disbursements charged were rendered to or for the municipality on the dates stated; that no part has been paid or						
satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.						

satisfied; that taxes, from which the municipality is		1 /	1 1			
	(FOR MUNICIPLE USE	ONLY)				
DEPARTMENT APPROVAL The above services or materials were rendere Furnished to the municipality on the dates state the charges are correct.		APPROVAL FOR PAYMENT This claim is approved and ordered paid from the appropriations indicated above.				
		DATE	SIGNATURE			
DATE SIGNATURE	— I —	DATE	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 5th, 2024

February 9th, 2024

March 8th, 2024

April 5th, 2024

May 10th, 2024

June 7th, 2024

July 5th, 2024

August 9th, 2024

September 6th, 2024

October 11th, 2024

November 8th, 2024

December 16th, 2024

Due to having NO 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 townclerk@townofstephentown.org

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