TOWN, TENHER 1784

DEPARTMENT

CLAIMANT'S
NAME & ADDRESS

TOWN VOUCHER

TOWN OF STEPHENTOWN 26 GRANGE HALL ROAD STEPHENTOWN, NY 12168

(OFFICIAL USE ONLY DO NOT WRITE IN THIS AREA)				
Voucher Number:				
Date Voucher Received:				
FUND - APPROPRIATION	Amount	BSTRACT NUMBER		
		ſ		
		•		
		•		
Total				
10111				

Date	VENDOR'S INVOICE NO.	DESCRIPTION OF MATERIALS OR SERVICES	Qty.	Unit Price	Amount
				Total	\$ -
<u> </u>		CLAIMANT'S CERTIFICATION	-		

_____, certify that the above account in the amount of \$______ 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.

DATE SIGNATURE TITLE

(FOR MUNICIPLE USE ONLY)

DEPARTMENT APPROVAL

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

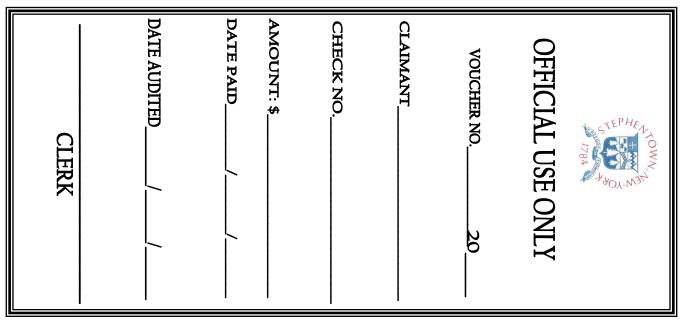
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APPROVAL FOR PAYMENT

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

DATE	SIGNATURE
DATE	SIGNATURE

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 10th, 2025

February 7th, 2025

March 7th, 2025

April 4th, 2025

May 9th, 2025

June 6th, 2025

July 11th, 2025

August 8th, 2025

September 5th, 2025

October 10th, 2025

November 7th, 2025

December 12th, 2025

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.