

REMITTANCE VOUCHER

THE FINANCIAL SECRETARY receives all moneys from the District societies and deposits them in the District bank.

DISTRICT REMITTANCE VOUCHERS may be obtained from the District Financial Secretary as a digital file (to be saved on your computer) or as a printed copy.

INSTRUCTIONS FOR DIGITAL FILE:

1. Download and save a copy of the attachment to your computer. This will be your master copy for the future.
2. Type the information required on the form.
3. Save the completed copy to your computer. (File, save as, rename the form, and save in the folder that you want)
4. Print a copy of the form and send along with your check to the Financial Secretary.

REMITTANCE VOUCHERS are to be used by the District societies.

REMITTANCE VOUCHERS are used to send in mites, quarterly payments, scholarships, and any other money that is to be sent to the District. Vouchers are completed by the society treasurer and mailed to the District Financial Secretary.

Remittance Form

LUTHERAN WOMEN'S MISSIONARY LEAGUE OF THE INDIANA DISTRICT

(Please use with ALL remittances)

Date: _____

Send to the LWML Indiana District Financial Secretary

SOCIETY NAME: _____

CHURCH (Name, Address, City, Zip) - VERY IMPORTANT

Name

Address

City

State

Zip

SOCIETY TREASURER (Name, Address, City, Zip)

Name

Address

City

State

Zip

ZONE: (VERY IMPORTANT)		AMOUNT
MITES:		
QUARTERLY:		
SCHOLARSHIP:		
Other:		
Total		\$0.00

For Financial Secretary Only:

Voucher Number: _____

Date Received: _____

