



**LIONS CLUBS INTERNATIONAL**  
**District Governor's Office Expense Claim**

Name \_\_\_\_\_ District \_\_\_\_\_ Month of \_\_\_\_\_  
First Last

IN LINE WITH RULES OF AUDIT  
ALL EXPENSE CLAIMS MUST BE SUBMITTED BY THE 20th OF THE FOLLOWING MONTH

**SUMMARY OF OFFICE EXPENSES** (Please indicate currency)

<b>COMMUNICATION</b>	<b>AMOUNT</b>
Rule No. 9	
US\$1.00    X    Lions Clubs	_____
<b>STENOGRAPHIC - Minimum    US\$20</b>	
Rule No. 8	
US\$.45    X    Lions Clubs	_____
<b>POSTAGE - ADMINISTRATIVE</b>	
Rule No.10	
US\$1.00    X    Lions Clubs	_____
<b>NEWSLETTER ALLOWANCE (attach copy)</b>	
Rule No.11	
Maximum reimbursement--US\$50	_____
<b>OTHER (one-time stationery printing or cabinet formation)</b>	_____
<b>TOTAL</b>	_____

District Governor \_\_\_\_\_  
Signature

I represent to the best of my knowledge and belief that all expenses listed were actually incurred and are in conformity with the association's Rules of Audit. I understand that by virtue of signing this expense claim, it becomes part of the association's official records and may be subject to review by parties normally allowed to make such inspections.