



This form should only be used when a receipt cannot be obtained for a program-related expense incurred during a MAPS study abroad program. Submit a completed Receipt Form along with a copy of your MAPS Program Budget Worksheet on your Travel Voucher.

MAPS PROGRAM INFORMATION	
Program Leader:	
MAPS Program Name:	
MAPS Program Cost Center:	

No 1. RECEIPT

Date:

Merchant Name:			
Merchant Contact:			
Description of Charge:			
Method of Payment:			
Currency:		Total (Foreign Currency):	
		Total (USD):	
Is this charge included in your MAPS Budget? If yes, under what section does it fall under?			

No 2. RECEIPT

Date:

Merchant Name:			
Merchant Contact:			
Description of Charge:			
Method of Payment:			
Currency:		Total (Foreign Currency):	
		Total (USD):	
Is this charge included in your MAPS Budget? If yes, under what section does it fall under?			

No 3. RECEIPT

Date:

Merchant Name:			
Merchant Contact:			
Description of Charge:			
Method of Payment:			
Currency:		Total (Foreign Currency):	
		Total (USD):	
Is this charge included in your MAPS Budget? If yes, under what section does it fall under?			

No 4. RECEIPT

Date:

Merchant Name:			
Merchant Contact:			
Description of Charge:			
Method of Payment:			
Currency:		Total (Foreign Currency):	
			Total (USD):
Is this charge included in your MAPS Budget? If yes, under what section does it fall under?			

No 5. RECEIPT

Date:

Merchant Name:			
Merchant Contact:			
Description of Charge:			
Method of Payment:			
Currency:		Total (Foreign Currency):	
			Total (USD):
Is this charge included in your MAPS Budget? If yes, under what section does it fall under?			

No 6. RECEIPT

Date:

Merchant Name:			
Merchant Contact:			
Description of Charge:			
Method of Payment:			
Currency:		Total (Foreign Currency):	
			Total (USD):
Is this charge included in your MAPS Budget? If yes, under what section does it fall under?			

No 7. RECEIPT

Date:

Merchant Name:			
Merchant Contact:			
Description of Charge:			
Method of Payment:			
Currency:		Total (Foreign Currency):	
			Total (USD):
Is this charge included in your MAPS Budget? If yes, under what section does it fall under?			