

## **Luther College Missing Receipt Statement**

**Use this form when a receipt or invoice has been misplaced, destroyed, or  
is otherwise not available.**

Purchase date \_\_\_\_\_ Purchase amount \_\_\_\_\_

Item(s) purchased \_\_\_\_\_

Business purpose of purchase \_\_\_\_\_

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I certify that the above expenditure was made on behalf of Luther College and was for official college business. I have lost, misplaced, or did not receive a receipt documenting purchase.