

Outdoor Environmental Education Programs (OEEP) Attendance and Charges Voucher 3-Day Program



**MCPS Form 345-6A
March 2018**

Office of Curriculum and Instructional Programs
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland 20850

Outdoor Environmental Programs Site _____

School _____ Session _____ Dates: From ____/____/____ To ____/____/____

We acknowledge the above daily attendance and certify that payment is due for:

_____ Students for three days (2 nights, 6 meals) @ full MCPS Program Fee \$ _____ \$ _____
 _____ Students for two days (1 night, 3 meals) @ half MCPS Program Fee \$ _____ \$ _____
Subtotal A \$ _____

ADDITIONAL CHARGES

_____ breakfasts @ \$ _____ = \$ _____
 _____ lunches @ \$ _____ = \$ _____
 _____ dinners @ \$ _____ = \$ _____
 _____ additional non-Grade 6 attendees @ \$ _____ = \$ _____
 _____ day only students (meals & insurance) @ \$ _____ = \$ _____
Subtotal B \$ _____
(Subtotals A & B) **TOTAL** \$ _____

TOTAL AMOUNT

Division of Controller will bill school this amount minus financial aid adjustments \$ _____

Signature, Principal/Designee _____ Date ____/____/____

Signature, Director/Designee,
Division of Food and Nutrition Services _____ Date ____/____/____

Signature, Program Site Coordinator _____ Date ____/____/____

Amount due to OEEP Center for rent, food services, and additional charges.

_____ Students for three days (2 nights, 6 meals) @ Program Fee \$ _____ \$ _____
 _____ Students for two days (1 night, 3 meals) @ Program Fee \$ _____ \$ _____
Subtotal C \$ _____
Total Amount: Subtotal B _____ + Subtotal C _____ = _____