

EXPENDITURE REQUEST

Club Name: _____

Date: _____

TO PAY BY CREDIT CARD

Pay to: _____

Amount: _____

Phone _____

Number: _____

Description of _____

Purchase: _____

TO PAY BY CHECK

Pay to: _____

Amount: _____

FEI#: _____

Street _____

Address: _____

City, State, _____

Zip: _____

Phone _____

Number: _____

Description of _____

Purchase: _____

TO PAY BY CVI

Department: _____

Account#: _____

Amount: _____

Phone _____

Number: _____

Description of _____

Purchase: _____

Club Advisor Name _____

Club Officer Name _____

Advisor Signature _____

Officer Signature _____

FOR OFFICE USE ONLY

Date rec'd: _____

Voucher #: _____