

Expense Reimbursement

Pay to: _____ Tele# _____

Expense:

1. Guild Business Expense
 - a. Dues & Subscriptions _____
 - b. Office Supplies _____
 - c. Postage _____
 - d. Other _____

 2. Membership
 - a. Door Prizes _____
 - b. Other _____

 3. Membership Services
 - a. Bus Trips _____
 - b. Workshops _____
 - c. Retreat Expense _____
 - d. Member Teaching Member _____
 - e. National Quilt Day _____
 - f. Lecture Fees _____
 - g. Other _____

 4. Donations _____

 5. Fund Raising
 - a. Quilt Show
 - a. Admissions _____
 - b. Raffle Baskets _____
 - c. Raffle Quilt _____
 - d. Stationary/Printing/Supplies _____
 - e. Other _____

 - b. 50/50 _____

 - c. Other _____
- TOTAL _____

Please attach additional documentation as needed.