



# Expenditure/Reimbursement Form

Name: \_\_\_\_\_

Street: \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
MM DD YY

Requested by Signature: \_\_\_\_\_

*CAMEO Quilters Guild will NOT make reimbursement payments without an invoice or receipt. Keep a copy for your records.*

Ledger #	Amount	Description	Posted

## Check, Date and Amount to be filled in by Treasurer ONLY:

Check # \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Amount \$ \_\_\_\_\_  
MM DD YY

### EXPENSE ACCOUNT CODES:

**230 Challenge**

**240-Charity Supplies**

**246-Charity Day**

**250-Correspondence**

250.1-Office Supplies

250.2-Copy-Print

250.3-Postage

**260-Door Prizes**

**270-Retired**

**280-Fund Raising**

**290-Hearts & Hugs**

**300-Hospitality**

**310-Insurance**

**320-Retired**

**330-Lic-Fee-Dues**

**340-Membership**

340.1-Office Supplies

342-Copy-Print

343-Postage

**350-Misc Board**

350.1-Office Supplies

350.2-Copy-Print

350.3-Postage

**354-RAofK**

**360-Newsletter**

360.1-Office Supplies

360.2-Copy-Print

360.3-Postage

360.4-Slip of the Keyboard

**380-Nonprofit Gifts**

**390-President's Quilt**

**400-Program**

400.1-Office Supplies

400.2-Copy-Print

400.5-Speaker-Meet

400.6-Speaker-Work

400.9-Mileage

**407-National Quilt Day**

**410-Property**

**420-Publicity**

420.2-Copy-Print

420.3-Postage

**430-Rental**

435-Meetings

436-Workshops

437-Special Event

**440-Research & Info**

**450-Retired**

**460-Retired**

**470-Retreat**

470.1-Food & Lodging

470.2-Office Supplies

470.3-Misc. Supplies

470.4-Retired

**480-Technology**