

KGC Treasurer use

Keyport Garden Club

PO Box 604 ~ Keyport, NJ 07735 KeyportGardenClub@gmail.com

EXPENDITURE REQUEST FORM

Inder \$50.00 Reimbursement request ease provide receipts and circle total		Over \$50.00 Expenditure request Please submit by the 15 th of the month to be reviewed the monthly meeting.		
Committee Requesting				
Garden Walk	Memb	pership	Social Media and Publicity	
Plant Sale	Comm	nittee Organizer	Cuppa Cheer	
Drumthwacket	Parado	e/Festival coordination	Grants and Scholarships	
Hospitality	Fundra	aising	Newsletter – The Vine	
Trip Coordinators	Town	Beautification	ation	
Committee person requesting:				
Cell phone:				
Should check be mailed to this add RECEIPT DATE		ESCRIPTION		AMOUNT
NESCH FENTE				
			~	
			2	
			150	
			100	
			22.0	
			5	
			TOTAL	
			TOTAL	
uest Date: Check ne	eded by:	Total requested: \$		
		Total requested: \$		
uest Date: Check ne		Total requested: \$		

approval __ yes __ no amount approved \$____ meeting date approved ____ check mailed __ yes date mailed ____