



FINDLAY SILVER BLADES FIGURE SKATING CLUB

EXPENSE FORM

Name of Person Incurring Expense: \_\_\_\_\_

For Which Committee or Project: \_\_\_\_\_

Description of Items Purchased:

Table with 10 rows for item descriptions and amounts, and a TOTAL row.

Please attach receipt, invoice or any other available support information to this form and return to the treasurer.

The following expense was handled in the following manner:

- Three checkboxes for reimbursement methods: personally paid, charged to club, or requested from treasurer.

Make check payable to: \_\_\_\_\_

Send to (address): \_\_\_\_\_

For Treasurer Use Only:

Date: \_\_\_\_\_ Check # \_\_\_\_\_ From Account: \_\_\_\_\_

Category: \_\_\_\_\_

Treasurer Initials: \_\_\_\_\_