



Sierra Hillbillies
REQUEST/ AUTHORIZATION FOR
REIMBURSEMENT/PAYMENT

Treasurer's Form TR -101
Issued: 11/17/2004
Approved: 11/17/2004
Revised: 10/23/2006

Date: _____

Amount: \$ _____

Requested By: _____

For: (Material or Service): _____

Request For: Reimbursement
 Bill Payment

Payee Info: (Name) _____
(Address) _____
(City, State Zip) _____

Attached:

Invoice Receipt(s) Back-Up Other:

Club Purpose/Description:

Class: Club Activity
 Club Dance Holler
 Sunshine Publicity
 Photos Donation
 Other (Description) _____

Authorized By: (Name) _____ / (Date) _____

(Signature) _____

(Name) _____ / (Date) _____

(Signature) _____

(One signature required for amounts less then \$25.00, two signatures for \$25 or more)

Treasurer's Use Only
Budgeted: Yes: _____ No: _____ Budget Account No: _____
Date paid: _____ Amount Paid: _____
Cash _____ Cash Receipt No. _____ Check _____ Check No: _____
Entered: Budget: _____ Quicken: _____ Scanned: _____