

Orchid Growers Guild Expense Voucher

(For use on all expenses except Away Shows)

Requester's Name _____ Date _____

Itemized Receipts (attach receipts)

Category (use OGG or OQ)

Amount

Choose from list or call Treasurer

1) _____	_____	_____
2) _____	_____	_____
3) _____	_____	_____
4) _____	_____	_____

Total _____

Make Check payable to: _____

Mail to: _____

OGG

OGG Award Gift Cert.
Door Prizes
Library Books
Meeting Refreshments
Office Supplies & nametags
OGG Photos
Plants for Spring Orchid Sale
OGG Postage
OGG Printing
OGG Ribbons
Website
Misc. Christmas Party
OGG Speakers
OGG Speakers Honorariums

OQ

Advertising/Bookmarks
Advertising/Newspaper
Advertising/Postage
Advertising/Signs
Advertising/Television
Alliant Energy Center/Parking
OQ Awards
OQ Judges Gifts
OQ Office Supplies (skirting)
OQ Photos
OQ Printing
OQ Ribbons
OQ Speakers Fee
OQ Speaker Travel
Raffle Exp./Misc.
Raffle Exp./Print Tickets
Raffle Exp./Prizes