

**DSF Band Boosters
Bank Disbursement Form**

2016/2017

EXPENSE REIMBURSEMENT:

Complete all information below
 Attach receipt(s) to completed form and give to band treasurer
 Check will be mailed or hand-delivered to you

DIRECT PAYMENT TO VENDORS:

Complete all information below
 Attach receipt(s) to completed form and give to band treasurer
 Check will be mailed directly to vendor unless you indicate an alternative

Date of Expense	
Submitted By (print name)	
Signature	
Amount	
Budget Category/Expense Description	
Payable to	
Payment Address	
For DSF Band Booster Treasurer Use:	
<i>Date Paid:</i>	<i>Check #</i>