

Capital Quiltfest Expense Voucher

For treasurer's use
Date paid
Check number

Is this request for direct payment for goods or services?

Or reimbursement?

Amount of expenditure		Person or business to be paid	
Date of Expenditure		Committee member submitting request	

From which budget?

- Teachers*
- Adv./Publicity*
- Brochure*
- Facility*
- Quilt Show*
- Registration/Meals*
- Hospitality*
- Silent Auction*
- Door Prizes*
- Vendors*
- Volunteers*

Description/purpose of expense:

Please attach invoice or receipt.