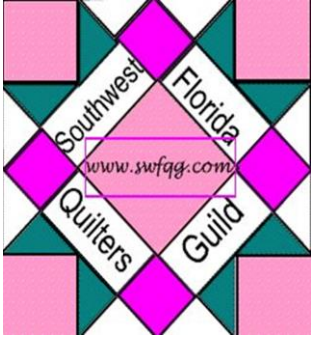


**J. Purchase / Payment Request**



**Southwest Florida Quilters Guild**

*Committee* \_\_\_\_\_  
*Annual Budget* \_\_\_\_\_ *Year* \_\_\_\_\_  
*Committee Chair:* \_\_\_\_\_

**Budget Amount Remaining:** \$ \_\_\_\_\_  
**Expenditure Amount:** \$ \_\_\_\_\_  
**Budget Balance:** \$ \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Signature of Applicant:** \_\_\_\_\_

*Signature of Chairperson:* \_\_\_\_\_

**\*BOARD APPROVAL NEEDED ONLY FOR ADMINISTRATIVE AND/OR OVER EXPENDED BUDGET.\***

<b>*Date Board Approved</b>	<b>Item / Description / Purpose</b>	<b>Amount</b>	

**Pay to the Order of:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_  
**Phone #** \_\_\_\_\_

\*\*\*\*\*

**For Treasurers Use:**

**Date:** \_\_\_\_\_ **Check Number:** \_\_\_\_\_

**Attach all receipts to the back of this form.**  
**Original for the Treasurer, make a copy for your records.**