



Creative Quilters Guild of Ellis County
Reimbursement Voucher / Check Request

Payable to: _____

Date Submitted: _____ Phone No. _____

Must attach Invoice(s) or Receipt(s)

Item or Service	Purpose or Place of Purchase	Amount
	TOTAL	

Please have approval signature and committee/budget category identified prior to submitting to treasurer:

Approved by Board Member (Not Payee) _____

Committee or Budget Category _____

Date: _____ Check No.: _____ Amount of Check: _____

Treasurer: _____ Posted on spreadsheet

Revised September 2017



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