



Disbursement Request Form

Pay To: _____

Date: _____

DESCRIPTION	AMOUNT
GENERAL BUSINESS EXPENSE	
Telephone	
Mileage & Travel	
Postage	
Board Meetings	
Miscellaneous	
NEWSLETTER EXPENSE	
Telephone	
Postage	
Supplies	
Miscellaneous	
CONFERENCE EXPENSE	
Telephone	
Postage	
Prizes/Supplies	
Miscellaneous	
FUNDRAISING EXPENSE	
Telephone	
Postage	
Prizes/Supplies	
Miscellaneous	
OTHER EXPENSE	

TOTAL DISBURSED \$ _____

Date Paid: _____ Check #: _____ By: _____