

*CAL-CO QUILTERS GUILD*

Request for Vendor Payment or Reimbursement

RECEIPTS MUST BE INCLUDED FOR PAYMENT TO BE MADE

Reason for expense and amount

_____	\$ _____
_____	\$ _____
_____	\$ _____
	Total = \$ _____

Make Check Payable to: \_\_\_\_\_

\_\_\_\_\_  
Signature of Requester Date

For treasurer's use

Check # \_\_\_\_\_

Check Date \_\_\_\_\_ Account Category \_\_\_\_\_

\_\_\_\_\_  
Date Mailed

\_\_\_\_\_  
Date Hand Delivered