

Clark Band Booster Club

Expense Form

(required for all expenditures)

Date: _____ Amount Requested: \$ _____

Payable to: _____

Address: _____

Requested by: _____ Position: _____

Item(s) and/or Purpose: _____

Do you want this check mailed? (Please circle one) YES NO

Budgeted: (Please circle one) YES NO

ACCOUNTS

****Please Circle****

Clinicians/ Instructors	Fall Show	Guard Equipment/Costumes	Equipment/Field Maintenance
Parties/Food	Band Banquet	Office Supplies/Postage	Judges Rookie Camp
TMEA-Student Expense	Senior Gifts/Recognitions	Jan Eulenfeld Scholarships	Contingency
Fundraisers (CD/K or P/C)	Directory	Spaghetti Dinner	Guard Contest/Concessions
Funday Sunday	Middle School UIL Concessions	Trailer Shed	Other: _____

Signature of Booster President or 1st V.P. _____

NOTE: (By-Laws Article VII, Section A) Expenditures of non-budgeted funds not expected to exceed \$300 shall first be presented to the Executive Board for approval by a majority vote prior to being obligated. Any non-budgeted expenditure expected to exceed \$300 shall first be presented at a regular or special meeting for approval by the general membership prior to being obligated.

Check Number _____ Date of Check: _____

Issued by: _____