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# CALIFORNIA FLY FISHERS UNLIMITED

- REQUEST FOR REIMBURSEMENT
- REQUEST FOR ADVANCE CHECK

DATE: \_\_\_\_\_

MAKE CHECK PAYABLE TO: \_\_\_\_\_

AMOUNT: \$ \_\_\_\_\_ EXPENSE CATEGORY: \_\_\_\_\_  
I.E. NEWSLETTER, LOGO SALES, OUTINGS ETC.

VENDOR: \_\_\_\_\_

ITEMS PURCHASED: *(RECEIPTS REQUIRED)*

### DESCRIPTION


EXPENDITURE APPROVED BY BOARD OF DIRECTORS:  YES  NO  
 BUDGETED LINE ITEM:  YES  NO  
 RECEIPTS ATTACHED:  YES  NO

### COMMENTS / REASON FOR CHECK


\_\_\_\_\_  
SIGNATURE OF MEMBER REQUESTING REIMBURSEMENT / CHECK

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHECK ISSUED BY

\_\_\_\_\_  
PAID BY CHECK # / DATE