



REQUEST FOR FUNDS

Please check the Council budget before making any purchases on behalf of 4-H
Our Treasurer can only approve payment for items that have been budgeted.
Our budget is posted on internet at <http://www.oc4h.org/budget>

Amount Requested \$ _____	Date: _____
Person requesting payment: (Name & Phone Number) _____	
Pay to the order of: _____	
Payment is charged to what event" _____	
For what purpose was expenditure made. _____	
Mail check to (Address) _____	
Other instructions: _____	
<div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;">PLEASE ATTACH ORIGINAL CASH REGISTER RECEIPTS OR SALES SLIP County Council Must Approve any request older than 90 days.</div>	
For Treasurer's use:	
Posting date	Account #
Notes: 	
Updated 03/24/2009	