

FSQG Quilt Show Expense Reimbursement

Payable To:	
Address:	
City/St/Zip	
Requested By:	
(if different than above)	

Please Indicate Budget Category & Sub-Category in Itemization

- | | |
|--|--|
| <u>Quilt Show Expenses Category (Sub-Category)</u> | <u>Opportunity Quilt Expenses</u> |
| Printing (Postcard/Posters, flyers, Notecards, Program, Forms & Ink) | Printing |
| Publicity (Ads, Mailings, T-shirts) | Operations/Supplies |
| Operations (Boutique, Check-In, Décor, Hospitality, Insurance, Labels, Misc., Raffle baskets, Signs/balloons, Vendors) | |
| Venue (Rent, Security) | |
| Appreciations | |

Itemized Expenses

DATE	DESCRIPTION	CATEGORY / SUB-CATEGORY	COST
TOTAL REIMBURSEMENT			

Don't forget to attach receipts!

Signature Date

Team Lead Approval Date

Please remit to: Laurie White, Quilt Show Treasurer
403 3/4 W Skyline Dr, La Habra Heights, CA 90631
or email: akalerb@aol.com

OFFICE USE ONLY

Check #	Date:
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