

REFORMA EXPENDITURE REQUEST FORM

*This form must be used when requesting expenditure of \$50 and over.
Submit this form in triplicate to the REFORMA President for approval.*

Name:			Date
Committee:			
Quantity	Description	Vendor	Amount
Total			
Total Expenditure Approved by:			
<i>Finance Chair</i>			Date
<i>President</i>			Date
Original forwarded to Treasurer		Date	
Copy returned to Requestor		Date	
Copy for President files			