TREASURER	
ACCT:	
CHECK NO.:	
DATE:	





AMARILLO SYMPHONY & GUILD EXPENSE REPORT

Committee or Project_		Date
Member or Employee N	ne	Phone
Address		
City	State	ZIP
BUDGET LINE ITEM (as budget)	l in PURCHASE (brief descript	tion) AMOUNT
not suffi	inal itemized receipts/invoices to this nt). responsible for retaining a copy for	
not suffi Individua noteboo If reimbu SNN pric	nt). s responsible for retaining a copy for ement is for a service performed by a compare reimbursement.	s form. (Credit Card receipt i their personal records or an individual, obtain an EIN o
not suffi Individua noteboo If reimbu SNN pric Check One: Pay Mercha	nt). It responsible for retaining a copy for ement is for a service performed by a copy reimbursement. (invoice attached):	s form. (Credit Card receipt i their personal records or an individual, obtain an EIN o
not suffi Individua noteboo If reimbu SNN pric	nt). Is responsible for retaining a copy for ement is for a service performed by a copy reimbursement. (invoice attached):	s form. (Credit Card receipt i their personal records or an individual, obtain an EIN o