

Request for Funds

Please complete all the fields below, and then click PRINT button to print completed form. Attach ORIGINAL receipts to the back of the form before submission. Thank you!

For H&S Treasurer's Use ONLY	
Check No.	<input type="text"/>
Date Paid	<input type="text"/>
Amount	<input type="text"/>
Initials	<input type="text"/>

REQUESTED BY

Name	<input type="text"/>
Phone	<input type="text"/>
Email	<input type="text"/>
Date Requested	<input type="text"/>

PAY TO Office Pick-up Faculty Mailbox Mail to*

Name or Vendor Name	<input type="text"/>
Address	<input type="text"/>
City / State / Zip	<input type="text"/>
Attn	<input type="text"/>

* (Please include self-addressed stamped envelope if check is to be mailed.)

Please select the category below:

BOWLING PARTY

- Bowling Alley Rental \$_____
- Food \$_____
- Drinks \$_____
- Prizes \$_____
- Other _____ \$_____

PICNIC AND POPS

- Food \$_____
- Decorations \$_____
- Other _____ \$_____

MUSIC FESTIVALS

- CMEA \$_____
- Music in the Parks \$_____
- Other _____ \$_____

FUNDRAISING

- _____ \$_____
- _____ \$_____
- _____ \$_____

OTHER ACTIVITIES

- CMEA Solo / Small Ensemble \$_____
- CBDA Honor Band \$_____
- NCBA Honor Band \$_____

ATTIRE

- T-Shirts Order \$_____
- Choir Attire Order \$_____
- Marching Band Uniforms \$_____
- Dry Cleaning \$_____

INSTRUMENTS / EQUIPMENT / TEACHER SUPPLIES

- Instruments \$_____
- Instrument Repair \$_____
- Equipment (Chairs, Music Stands, etc.) \$_____
- Teacher Supplies \$_____

SNACKS / SUPPLIES / OTHER

- _____ \$_____
- _____ \$_____

COLOR GUARD

- Salary \$_____
- Employee Name _____
- Dates Worked _____
- Hours Worked _____
- Color Guard Uniform \$_____
- Equipment \$_____
- CCGC Contest Fee \$_____
- Food/Snacks \$_____
- Other _____ \$_____

WINTER PERCUSSION

- Salary \$_____
- Employee Name _____
- Dates Worked _____
- Hours Worked _____
- CCGC Contest Fee \$_____
- Equipment \$_____
- Other _____ \$_____

TOTAL AMOUNT REQUESTED: \$_____

Authorized Officer's Signature _____

Date _____