

Authorization for payment for Maple Leaf - Cavan FC

Date submitted: _____, 20____
(month, date) (year)

Submitted by: _____
(print name)

Position: _____
(committee chair, manager, etc.)

Authorized by: _____
(sign here)

Position: _____
(committee chair, manager, etc.)

This authorization covers the following expenses as documented by the attached receipts:

Item #	Supplier Invoice #	\$ amount	Items purchased (description)	Post to expense account for (list expense type, i.e. equipment, uniform,..) & HL (house league) or UyyB/G (rep team name)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				

TOTAL \$ -

Note: Milage is .25/klm

Other relevant notes: