

VAC

EXPENSE FORM

Forward to: Treasurer Michael Askew, 1104 Palmetto Point (214-497-7369)

Member name: _____

Address: _____ Phone: _____

Email: _____ Date submitted: _____

Reason for Expenses

Must be itemized and receipts attached

Administration expenses	\$ _____
Art history	_____
Art supplies (consumable)	_____
Art supplies (equipment)	_____
Camp Dataw	_____
Class supplies	_____
DIC monthly	_____
Exhibit reception	_____
Gifts/donations	_____
Hospitality	_____
Publicity	_____
Library	_____
Speaker fees	_____
Special projects	_____
Website	_____
Miscellaneous (describe)	_____

Total amount requested	\$ _____

Check payable to and delivered to if different than above: _____

Treasurer's Notes

Check #: _____ Date paid: _____