

PLEIN AIR PALM BEACH, Inc.

P.O.Box 8043, USPS Delray Beach  
4280 S. Military Trail, Delray Beach, FL 33484-9998

CHECK REQUISITION: **Attach receipts or invoices to requisition**

CHARGE TO BUDGET CATEGORY \_\_\_\_\_

If for an event, what is the date: \_\_\_\_\_

Expense	Amount
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1. _____	_____
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2. _____	_____
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3. _____	_____
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4. _____	_____
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5. _____	_____
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6. _____	_____
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TOTAL \$ \_\_\_\_\_

Make Check out to: \_\_\_\_\_

I affirm that I have made these expenditures only for the above stated budget category in my capacity as \_\_\_\_\_

Signature \_\_\_\_\_

===== Treasurer's Notes =====

CHECK # \_\_\_\_\_ AMOUNT \_\_\_\_\_