Date_____

Revenue

Lunches: $_____

50/50: $_____

Happy Cash: $_____

Donations: _____

Description: _____

Misc: $_____

Description: _____

Expenses

Lunches: $_____ CK#_____

50/50: $_____

Grant: $_____ CK#_____

Description: _____

Grant: $_____ CK#_____

Description: _____

Misc: $_____ CK#_____

Description: _____

Special Event (Event Name): _____

Revenue

Sponsorships: $_____

Tickets: $_____

Misc: $_____

Description: _____

Expenses

$_____ CK#_____ Description: _____

$_____ CK#_____ Description: _____

$_____ CK#_____ Description: _____

Submitted By: _____

Give a copy to Ben with the $$ and/or expense receipt.

Text a Copy to Anita 989.621.0108

Keep a copy for your records

Itemized Revenue

	Description
$_____	_____
$_____	_____
$_____	_____
$_____	_____
$_____	_____
$_____	_____
$_____	_____
$_____	_____

Itemized Expenses

$_____	_____
$_____	_____
$_____	_____
$_____	_____
$_____	_____
$_____	_____
$_____	_____

Date Turned into Ben

Notes