Barrington Breakfast Rotary Club

**Request for Reimbursement/Payment**

# Requester: Date:

|  |  |  |  |
| --- | --- | --- | --- |
| **Item #** | **Description** | **Unit Cost** | **Amount** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

***Please attach Receipts/Invoices to this form***

**TOTAL: $**

# Payable To: Mail To Address/Deliver To:

**Accounting Information**

**Circle one:** Operations Account Foundation Account Interact Account

See attached for Account Names & Corresponding Numbers (if the category you are requesting

isn’t listed please speak with the treasurer before submitting request)

**Account Number from Attached**

**Account Name from Attached**

**Memo Line**

**Approvals** Signatures/approvals needed before submitting the request to the treasurer.

**Signature of the Requester Approved by President**

# Check #

Revised 2021-11-2

# Check Date Treasurer Initials

OPERATIONS FOUNDATION

Account # Account Name Account # Account Name 50000 International 50000 COMMUNITY SERVICE

|  |  |
| --- | --- |
| F50100 | Kidfest Kites |
| F50200 | Giving Days |
| F50300 | Giving Day-Fall |
| F50400 | Food Pantry |
| F50500 | Bacoa Picnic |
| F50600 | Discretionary |
| F50700 | NCN |
| F50800 | Hometown |

|  |  |
| --- | --- |
| O50100 | RI Dues |
| O50200 | Rotarian Magazine |
| O50300 | Council on Leg. Assess. |
| O50400 | General Liability |
| O50500 | Dir. &Officer Liability |

51000 District

|  |  |
| --- | --- |
| O51100 | District Dues |
| O51200 | Youth Exchange (included above) |
| O51300 | District Conf (included above) |
| O51400 | Vocational Scholarship (incl above) |
| O51500 | Group Study Exchange |
| O51600 | Training- Seminar & Dist Assembly |
| O51700 | PETS |
| O51800 | Media |

52000 Events

|  |  |
| --- | --- |
| O52100 | Parade |
| O52200 | Holiday Party |
| O52300 | Installation Dinner |
| O52400 | Board mtg with Dist Gov |
| O52500 | Fun & Fellowship |
| O52600 | Membership Events (e.g. Drive) |
| O52700 | District Conference. |
| O52800 | District Conf. Meal Reimbursement |

53000 Admin.

|  |  |
| --- | --- |
| O53100 | Breakfast |
| O53150 | Awards |
| O53200 | Chamber Dues |
| O53250 | PO Box |
| O53300 | Clubrunner |
| O53350 | Printing Supplies |
| O53400 | Website |
| O53450 | Membership Committee & Supplies |
| O53500 | Accounting/Billing/Audit STEVE |
| O53550 | Int'l Convention (2 Pres. Elect Attends) |
| O53600 | Discretionary |
| O53650 | Misc. |
| O53700 | Bank Charge |

51000 YOUTH SERVICE

|  |  |
| --- | --- |
| F51100 | RYLA (four students) |
| F51200 | Good Shephard Auxiliary Scholarship |
| F51300 | BBRC Scholarship Award |
| F51400 | Interact |
| F51500 | Other |
| F51600 | Make a Wish/I Wish |
| F51700 | Sunny Hill |
| F51800 | Sunny Hill College Visit |

52000 INT'L SERVICE

|  |  |
| --- | --- |
| F52100 | Projects + Grants |
| F52200 | Peacebuilders Committee |

53000 DIVERSITY INCLUSION

|  |  |
| --- | --- |
| F53100 | Programs and training |

54000 VOCATIONAL SERVICE

|  |  |
| --- | --- |
| F54100 | Scholarships, Certifications |

55000 OTHER INITIATIVES

|  |  |
| --- | --- |
| F55100 | (TRF) |
| F55200 | Polio Plus |
| F55300 | Discretionary |

56000 ENVIRONMENTAL

|  |  |
| --- | --- |
| F56100 | OTHER |

57000 Rendezvous

|  |  |
| --- | --- |
| F57100 | Raffle Winner |
| F57200 | Silent Auction Items |
| F57300 | Auctioneer |
| F57400 | Misc. Rendezvous Fees |

60000 OTHER

|  |  |
| --- | --- |
| F60100 | GiveSmart Contract |
| F60200 | Satellite Club |
| F60300 | Segun Family Fund |