

ALTRUSA INTERNATIOANL OF ANAHEIM, INC.  
VENDOR PAYMENT FORM

DATE	ITEMIZED EXPENSES FOR:	AMOUNT
	TOTAL REIMBURSEMENT	

SIGNATURE OF REQUESTER:  
\_\_\_\_\_

SIGNATURE OF CHAIRPERSON:  
\_\_\_\_\_

SIGNATURE OF TREASURER:  
\_\_\_\_\_

- INSTRUCTIONS:
- Specify the budget line item from the list below:
  - **Attach receipt(s).**

**Operating**

- Dinners
- International Dues
- District Eleven Dues
- Honorary/Emeritus Member Fee
- District Eleven Conference Fee
- Newsletters
- Yearbooks
- P.O. Box
- Storage Rental & Insurance
- Presidents Allowance
- Website
- Bank Annual Fee

**OTHER EXPENSES**

- District/International Conferences
- Cards & Flowers
- Membership Supplies
- Brochures
- New Club Contributions
- New Board Installation
- Program Expenses
- Publicity/Marketing
- Meeting Expenses
- Business Cards
- International Conference Fee
- Other \_\_\_\_\_

**DATE PAID** \_\_\_\_\_ **CHECK #** \_\_\_\_\_ **AMOUNT** \_\_\_\_\_