

## No. \_\_\_\_\_

Date \_\_\_\_\_, 19\_\_\_\_

**Address** \_\_\_\_\_

Deliver to \_\_\_\_\_

Send Invoice to \_\_\_\_\_

To the Disbursing Officer:

To the Disbursing Officer:  
The following expense is incurred, payable from the school  
Extra-Curricular Account and chargeable to the

Fund

[illegible]

Signed \_\_\_\_\_

**Person Authorized to Purchase**