

GLIMB DISBURSEMENT REQUEST

Income/cost	Amount	Description
Band Council Account		
Scholarship Disbmnt.		
Spirit Wear		
Expense		
AE & festival entry fees		
Large Group		
Other (Jazz, Perc., March.Fest)		
Solo & Ensemble		
Camps - Middle School		
Kick off Camp - Band		
Summer – Orchestra		
Concession Exp		
Booth Change		
Cafeteria Rental		
Concession Booth Equipment		
Consumables		
Repair & Maintenance		
Stadium CleanUp		
Equip/Supplies/Uniform-nonreimb		
All Department Equip./Supplies		
Band - Equip/Supplies non-reimb		
Band Camp Expenses		
Chaperone Shirts		
Colorguard		
Uniform Purchase - Band		
Orchestra Equip/Sup. non-reimb.		
Orchestra T-shirts		
Uniform Purchase - Orchestra		
Equip/Supplies/Uniforms-Reimb.		
HS Band - Uniforms		
HS Band - Shirts, shorts, spats...		
HS Band Cleaning		
HS Orchestra - Attire		
Instruments,Supplies,Music, Awards		
MS Band		
MS Orchestra		
General Expense		
Donations-Misc.		
Donations-Stadium		
Hospitality		
Band		
Marching Band Meal		
Orchestra		

Instruction Exp		
Auditions, Sectionals		
Band Camp - Instructors & Drill		
Field Trips		
Financial Need		
Guest Artists and Clinicians		
Software		
Instruments		
Purchase/Replacement		
Repair		
Insurance		
Music & Licensing		
Office Expense		
Business Cards and Magnets		
Copy/Print/Programs/Posters		
Office Equipment		
Supplies and Postage		
Tax Prep / Legal & Prof. Fees		
Web Site Set up and Maint.		
Plaques & Awards		
Recording Exp. - Music CD's		
Recording (not to sell) expense		
Recording (to sell) expense		
Registrations & Reimbursement		
Honor (All-state, OSU,...)		
Summer Camp- (Band & Orch)		
Year Long (CYSB, ...)		
Scholarships - GLIMB Funded		
Travel -Trips & Field Trips		
Band Trips		
Fundraising (large) Trips		
Bob Rogers Trip Payments		
Giant Eagle Purchases		
Kohl's Card Purchases		
Other Fundraising Purchase		
Jazz Trips		
Orchestra Trips		

Date : _____

Payable to: _____

Address: _____

Total Amount: _____

For treasurer use only

Date paid: _____

Check#: _____

Check one: _____ Mail to Payee _____ Give to Director

Authorization: _____

1. Specify the amount for each category and a brief description.
2. Attach bills or invoices to this voucher.
3. Supporting documentation must accompany this request