

## GLIMB DISBURSEMENT REQUEST

	Amount	Description
<b>INCOME/COST</b>		
Band Council Account		
Scholarship Disbmnt.		
Spirit Wear		
<b>EXPENSE</b>		
<b>AE/Festival entry fees</b>		
Large Group		
Other (Jazz, Perc, Marching)		
Solo and Ensemble		
<b>Camps - Middle School</b>		
Kickoff Camp - Band		
Summer - Orchestra		
<b>Concession Exp</b>		
Booth Change		
Cafeteria Rental		
Concession Booth Equipment		
Consumables		
Repair and Maintenance		
Stadium Cleanup		
<b>Equipment/Supplies/Uniform Nonreimb.</b>		
All Department Equip/Supplies		
Band Equip/Supplies nonreimb. (misc.)		
Band Camp Expenses		
BandChaperone Shirts		
Colorguard		
Uniform Purchase - Band		
Orchestra T-shirts		
Uniform Purchase - Orchestra		
<b>Equip/Supplies/Uniforms-Reimb</b>		
Band Materials (uni/bks/supp/medals)		
Orch Materials (uni/bks/supp/medals)		
HS Band Cleaning Fees		
HS Orchestra Attire		
<b>General Expense</b>		
Donations - Misc.		
Donations - Stadium		
<b>Hospitality</b>		
Band		
Marching Band Meal		
Orchestra		

	Amount	Description
<b>EXPENSE (cont'd)</b>		
<b>Instruction Exp</b>		
Auditions, Sectionals		
Band Camp - Instructors and Drill		
Field Trips		
Financial Need		
Guest Artists and Clinicians		
Software		
<b>Instruments</b>		
Purchase/Replacement		
Repair		
<b>Insurance</b>		
Music and Licensing		
<b>Office Expense</b>		
Copy/Print/Programs/Posters		
Office Equipment		
Supplies and Postage		
Tax Prep/Legal and Professional Fees		
Website Setup and Maintenance		
<b>Plaques and Awards</b>		
<b>Recording Expense - Music CDs</b>		
Recording (not to sell) expense		
Recording (to sell) expense		
<b>Registrations and Reimbursement</b>		
All-State Ensembles		
Yearlong Ensemble assistance		
Summer Camp assistance		
<b>Scholarships - GLIMB-Funded</b>		
<b>Travel - Trips and Field Trips</b>		
Band Trips		
Fundraising - Bob Rogers Trip Payments		
Fundraising - Giant Eagle Purchases		
Fundraising - Kohl's Card Purchases		
Fundraising - Other Purchases		
Jazz Trips		
Orchestra Trips		

**TOTAL AMOUNT REQUESTED**

**DATE:**

**PAYABLE TO:**

**ADDRESS:**

**ADDRESS (2):**

**TOTAL AMT:**


**PAYMENT METHOD:**

(check one)

**Give check to director** \_\_\_\_\_  
**Mail check to payee** \_\_\_\_\_  
**Paid with GLIMB credit card** \_\_\_\_\_

**AUTHORIZATION:**

*For treasurer use only*

Date paid:

Check #

Specify the amount for each category along with a brief description

Attach bills or invoices to this voucher

Supporting documentation must accompany this request