



**CY-FAIR HIGH SCHOOL BAND BOOSTERS**

P.O. Box 1418

Cypress, TX 77410-1418

**PAYMENT REQUEST FORM**

To: Band Booster Board Co-Treasurer [treasurer@cyfairband.org](mailto:treasurer@cyfairband.org)

From: \_\_\_\_\_ Date: \_\_\_\_\_

|                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                               |                                                                                                                                                 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| <u>Booster Club:</u><br>101 Activity Account<br>102 Booster Supplies<br>103 Taxes, Bank & Fees<br>104 Trip/Org/Function<br>105 Scholarship/Awards<br>106 Private Lesson Scholarships<br>107 Hospitality<br>108: Misc.                                | <u>Band Operations:</u><br>201 Director Expenses<br>202 Competition/Contest Entry<br>203 Marching Show Design<br>204 Marching Show Production<br>205 Concert Season<br>206 Equipment Repair<br>207 Instrument Purchase        | <u>Instruction</u><br>301 Concert Clinician<br>302 Marching Music Clinician<br>303 Marching Tech<br>304 Percussion Tech<br>305 Color Guard Tech |
| <u>Break Even</u><br>501 Band Banquet<br>502 Leadership Camp<br>503 Solo/Ensemble/Region<br>504 Spring Trip<br>505 Uniform Room Merch.<br>505-1 General<br>505-2 Percussion<br>505-3 Color Guard<br>506 Lyres/Reeds/BuzzAid/Flip<br>507 Uniform Care | <u>Fundraising</u><br>601 Buttons<br>602 CD/DVD<br>603 Spirit Cart<br>604 Fall Fundraiser<br>605 Spring Fundraiser<br>606 Extra Fundraiser<br>607 Color Guard Chick-Fil-A<br>608 Percussion Calendars<br>609 Percussion Candy | <u>Auxiliary Units</u><br>401 Color Guard<br>402 Winter Guard<br>403 Percussion<br>404 Indoor Drumline                                          |

Circle One:

Pay to Vendor    Reimbursement    Cash Advance    Amount: \$ \_\_\_\_\_

Details of expenditure/reimbursement: \_\_\_\_\_

Check may be made and payable and mailed to:

Approved by:

Mr. Veenstra: \_\_\_\_\_

Board Member: \_\_\_\_\_

Board Member: \_\_\_\_\_

*Treasurer Only:*

|                                                           |
|-----------------------------------------------------------|
| Payee: _____<br><br><p align="center"><u>Address:</u></p> |
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Payment Issued Ck# \_\_\_\_\_

Date: \_\_\_\_\_

Comments: \_\_\_\_\_