



## **Request for Reimbursement or Payment**

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

Amount: \_\_\_\_\_

Purpose: \_\_\_\_\_

Budget Category: \_\_\_\_\_

Invoice or receipt(s) attached (Y/N): \_\_\_\_\_

Payable to:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

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

Check Number: \_\_\_\_\_

Officer/Committee Chair Signature: \_\_\_\_\_

Presidential Signature for Approval: \_\_\_\_\_

Expenses			
Categories		Categories	
Meetings	General Meeting refreshments	Donations	Blue Star Memorial Wreath
Meetings	General Meeting Community Club Rental	Donations	ACC Christmas Tour Angel
Meetings	General Meeting Speakers	Donations	Arboretum Memorial Garden - GCG
Meetings	Holiday Brunch refreshments	Donations	Atlanta Botanical Garden - GCG
Meetings	Holiday Brunch Community Club Rental	Donations	Blue Star Marker - GCG
Meetings	AEGC Programs Committee Outing	Donations	Cherokee Garden Library
		Donations	DeKalb Federation Garden Center
Fundraising	Plant Sale	Donations	DeKalb Federation Supplies
Fundraising	Secret Garden expenses	Donations	Founders Memorial Garden
Fundraising	Avondale card sale expenses	Donations	Garden Therapy
Fundraising	Other fundraising expenses	Donations	GCG Headquarter's Donation
		Donations	Historic Preservation
Gen & Admin	Awards applications	Donations	James R. Cothran Endowment Fund
Gen & Admin	Corresponding & Recording Secretaries	Donations	Land Trust Marshall
Gen & Admin	Membership	Donations	LeConte-Woodmanston Foundation
Gen & Admin	General & Administrative Supplies	Donations	Natural Disaster
Gen & Admin	President	Donations	NGC Plant A Tree
Gen & Admin	Publicity	Donations	Roadside Beautification
Gen & Admin	Scrapbook	Donations	State Parks & Public Lands
Gen & Admin	Treasurer	Donations	GCG Avondale Estates Scholarship Fund
Gen & Admin	Website	Donations	Memorial Tree
Gen & Admin	Yearbook	Donations	Oakland Cemetary
		Donations	Donations from Accumulated Funds
Org Dues & Exp	DeKalb Federation	Donations	Miscellaneous Donations
Org Dues & Exp	Garden Clubs of Georgia		
Org Dues & Exp	Redbud District	Other Expenses	Gifts
		Other Expenses	Miscellaneous Program & Education exps
Comm Projs	AES Youth Garden	Other Expenses	Strategic Projects
Comm Projs	AES Totem Garden	Other Expenses	Miscellaneous Other Expenses
Comm Projs	Blue Star Marker Plantings		
Comm Projs	Children's Little Free Library		
Comm Projs	City Plantings - General		
Comm Projs	Environmental Programs		
Comm Projs	Fig Leaf program		
Comm Projs	National Garden Club Week		
Comm Projs	Tree Walk		