



## Vt. Governor's Council on Physical Fitness and Sports

### Payment Request Form: Non-Budgeted Items

Submit completed form to the Finance Committee.

Council Member(s) making request: \_\_\_\_\_

Council Committee \_\_\_\_\_

Project or Program: \_\_\_\_\_

For Fiscal Year \_\_\_\_\_

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

How does this program/project fit with the Council's mission (or, in other words, what is the justification for this program/project being part of the Council expenses)?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Item (original invoice/receipt attached)	Make Check Payable To:	Amount
Description:		

Reviewed by Finance Committee: \_\_\_\_\_

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

Approved by Advisory Committee: \_\_\_\_\_

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

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

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