

Yuma Community Theater Cash Advance and/or Disbursement Request

Date _____

Check # _____

Amount Requested _____

Amount Approved/Received _____

I, _____

(Print name of requestor)

received from the Yuma Community Theater the above amount of monies for the purchase of the following:
(mark those that apply)

Production Expense: Check to be written to: _____
Budgeted for Show: _____

Category _____	Amount _____	
Category _____	Amount _____	
Category _____	Amount _____	

Miscellaneous Expense

Item Description: _____	Amount _____	
Item Description: _____	Amount _____	
Item Description: _____	Amount _____	
Item Description: _____	Amount _____	

Approved By

Supplies

Item Description: _____	Amount _____	
Item Description: _____	Amount _____	
Item Description: _____	Amount _____	
Item Description: _____	Amount _____	
Item Description: _____	Amount _____	

Approved By

Requestor Signature

Treasurer/Treasurer's Assistant Signature

(Cannot be the same as the Requestor)