

SnuggleTown! Capital Expenditure Form

* Remeber, funds are limited. Please try your hardest to get what you can for free. What you can't get for free, find at the most resonable price possible. Do your searching!

* Please Attach receipts or itemized cost list. - No reimbursement w/o!

Your Name: _____

Committee: _____

Date requested: _____

Amount requested: _____

Reason for expenditure (List seperate items purchased or to be purchased)

Where did you look for this item and where did you finally decide to purchase from?

To whom should the check be written? _____

Date needed? _____