## ROTARY INTERNATIONAL DISTRICT 7610 PAYMENT APPROVAL REQUEST

This form is applicable only to the use of district funds for district approved activities.

## Rotary Year 2023-2024

Date: Invoice No:

Amount: Purpose:

Budget Area: (Check one)

Administration: Public Image:

Background Checks:

Training/Conferences/Dinners: Youth Services:

Other (Please specify):

Budget Line Item or Number:

Make Check Payable to: Address: Special Instructions:

Member Signature: \_ \_ Date:

\*Please attach all invoices or receipts when requesting reimbursement or payment.

# Chair Recommendation:

Recommend Approval: (Check one) YES NO

# District Governor Approval/Disapproval:

Approved: Disapproved:

**District Governor Signature Date**

**DG to send request(s) for payment to District Treasurer**

**Date sent to Treasurer for Payment:**

RI District 7610 Treasurer for 2023-2024: John A. (Jake) Almborg E-mail: [john.almborg@earthlink.net](mailto:john.almborg@earthlink.net)

US Postal Service: Rotary International District 7610

Attn: Treasurer PO Box 4142

**Fredericksburg, VA 22402 RID7610Rev230725**