Rotary

Rotary Club of Summerlin ____ or
NWLV Rotary Foundation ____ (Check one)

Disbursement Request (for amounts > $500)

Date Submitted: _____

Submitted By: _____

Pay from Account (Click Applicable **): ◯ Club Operations ◯ NWLV Foundation

Fundraiser\Project or Operations Expense: _____

Provide Payment To (Vendor Name\Address): _____

_____

_____

President or Board Member Approval- Sign\Date: _____

Treasurer Approval-Sign\Date: _____

Paid by Check# or ACH Transfer: _____

Date Paid: _____

☐ Check here to show IRS form W-9 was sent to independent contractor whose invoice(s) totaled $600 > (form on website) or receipt of Federal EIN from Non-Profit 501c3 Organizations we donated to (insert here) _____

The NWLV Rotary Foundation is a Non-Profit 501c3 Organization. EIN: 26-2732909 - Sales Tax Exemption Letter on website

Please attach original invoices\receipts. Please include a complete explanation of the reason for this expenditure so that the Treasurer will be able to properly classify the expense for our project reports and financial statements. The request is presented to the applicable Treasurer (Club or Foundation) for payment. You can email, deliver in person, or mail to: 11700 W. Charleston Blvd. – 170, Box 373, Las Vegas, NV 89135

****Applicable Pay from Account: Club-Operations is used for the operational expenses of the LV Summerlin Rotary Club. NWLV Foundation is for the LV Summerlin Rotary Club donations to outside organizations\projects\fundraising events\ and foundation operational expenses. The Presidents & Treasurers of the club and foundation will make the final determination on the Account to pay from for expenses and fund transfers.**

Expense Description	$ Amount