



**I.I. Portland Chapter 47  
Request for Expenditure Approval and Funding**

Name  Date  Amount

Describe purpose of your proposed expenditure

Breakdown of your total amount :

Materials and Supplies

Space Rental

Services

Other items / \$ Amount

**Complete any of the following that apply to your proposed expenditure:**

Date(s) of Activity

Location

How will publicity be handled?

List members'names/schools involved:

How will your proposed activity be evaluated?

Please save and name the file: RAF\_yyyymmdd\_Yourlastname.pdf and send it as an email attachment to [iipdx47@iiportlandchapter47.com](mailto:iipdx47@iiportlandchapter47.com) Thank you!

Approved  Not Approved

Date: