

Somerset Friends of Music

P.O. Box 242 Somerset, MA 02726

friendsofmusic1972@gmail.com

Debit Card/Online Payment Form

Today's Date: _____ Submitted by: _____ Amount: _____

Group: _____ Account to use: _____ Funding Request # _____

Event & Date (if applicable): _____

Vendor/Payee: _____

Reason for Debit Card/Online Use:

Please list the item(s) to be purchased and attach any invoice(s) or quote(s). Upon completion, submit this form to the Treasurer or President for making payment. Note: the debit card is to be used only by the Treasurer or President.

Requestor Signature: _____

Internal Use:

DEBIT CARD/ONLINE FORM # _____

Treasurer Approval: _____

(if over \$1,000) President Approval: _____

- | | | | |
|------------------------------------|--|---|---|
| <input type="checkbox"/> Concert | <input type="checkbox"/> Jazz | <input type="checkbox"/> NESCC | <input type="checkbox"/> Fundraising: _____ |
| <input type="checkbox"/> Donations | <input type="checkbox"/> Marching Arts | <input type="checkbox"/> Show Choir | <input type="checkbox"/> Scholarship: _____ |
| <input type="checkbox"/> Drama | <input type="checkbox"/> Middle | <input type="checkbox"/> Strings | |
| <input type="checkbox"/> Festivals | <input type="checkbox"/> Musictown | <input type="checkbox"/> Transportation | |
| <input type="checkbox"/> Friends | <input type="checkbox"/> NESBA | <input type="checkbox"/> Trip Disney | |

Date Paid: _____

Amount Paid \$ _____

Recorded Funding Form _____

Recorded QuickBooks _____