



TREASURER QUILT SHOW FORM

Depositor _____
Phone _____
Email _____
Committee _____

Date _____
Payee _____
Business _____
Address _____
City/ST/Zip _____

INCOME/DEPOSITS

Quilt Show

Table with 2 columns: Description (Admissions, Advertising Income, Basket Raffle, etc.) and Amount (empty boxes).

TOTAL INCOME [empty box]

EXPENSES/REIMBURSEMENTS

Quilt Show

Table with 2 columns: Description (Advertising Expense, Catalogs, Craft Table - CVQVT, etc.) and Amount (empty boxes).

TOTAL EXPENSES [empty box]

Signature (Person submitting form)

Approval for Payment
Committee Chair or Board Member
(Not submitter)

INSTRUCTIONS

- Payments for \$300 or more require additional board member signature.
Federal W-9 required for payments over \$600 and direct sales over \$5,000.
W-9 collection of Taxpayer Identification Number (TIN) must be kept confidential.
Please write your name on all receipts and circle amount. Mail to Treasurer below.

Mail/email form and receipts to CVQGV T Treasurer
c/o Chris Wrobel, 447 Westview Circle, Williston, VT 05495
bobaileyme@gmail.com