

♪ Green Hope High School Band Boosters ♪
PO Box 358 ♪ Morrisville, NC 27560

Financial Instrument Usage Authorization Form
Indicate choices by placing an "X" in box

Date: _____
mm/dd/yyyy

Requestor: _____
name:

(select one):

Debit Card? Name of card _____ Card account # _____

Credit account? Name of store/vendor _____ Account # _____

Other (PayPal, etc name) _____ Account # _____

Payment Line item Accounts for which instrument may be used (see second page for list of account codes):

Budget Code	Description	Approved Max \$ Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____

Authorization given to:

Elected Band Boosters Chair Position: _____

Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Authorized Time Period: From: MM/DD/YY _____ To: MM/D/YY _____

I have read and acknowledge the terms and governing by-laws as well as financial procedures for the instrument which I hereby accept responsibility to use, in accordance with approved budgets for approved purposes, and that unauthorized use is prohibited, and may result in personal liability for charges incurred.

Signed/dated By:(authorized user): _____

Authorized/dated By:(signature of Treasurer): _____

Authorized/dated By:(signature of 2nd Booster Officer): _____

Treasurer Email: treasurer@greenhopeband.org
President Email: president@greenhopeband.org
Website: <http://www.greenhopeband.org>
FaceBook: <https://www.facebook.com/GreenHopeBands>

♪ Green Hope High School Band Boosters ♪
PO Box 358 ♪ Morrisville, NC 27560

MARCHING BAND

6105-Managerial Expense
6112-2012 Entry fees
6122 2012 MBU Show Design
6120-Show Design - Other
6130-Marching Band Staff
6140-Competition Travel

6145-Hospitality/Football Games
6146-First Game Social
6147 Senior Events and Activities

6150-Band Camp (including travel and truck)

6160-Pit and Props
6165-Percussion Supplies
6170-Truck Rentals
6180-Marching Field Maintenance
6185-First Aid
6190-Uniform Cleaning only
6195-Colorguard
6199-Other Expenses

6300-Winterguard Expenses
6310-Winterguard Flags
6320-Winterguard Show Shirts
6330-Winterguard Prop and Paint
6340-Winterguard Registrations
6350-Winterguard Show Design
6360-Winterguard Costumes
6370-Winterguard Staff
6380-Winterguard Travel

6400-Winter Drumline Expenses
6410-Drumline Staff
6420-Drumline Show Design
6430-Drumline Travel
6431-Truck Rental
6432-Bus
6433-Housing
6430-Drumline Travel Other
6440-Drumline Show Registration
6450-Drumline Uniforms
6460-Drumline Show Shirts
6470-Drumline Prop
6480-Drumline Truck Rental
6495-Equipment

GENERAL BUDGET

7120-Insurance
7130 Accounting Tax Return
7132-Office Supplies
7133-Postage
7134 Website
7140 Personal Property Tax
7150 Scholarships
7180 Financial Aid
7185 Uncollectible AR - PY
7190 Maintenance/Repairs
7195 Miscellaneous Expense
7197 Transfer to Floor Reserve
7100-Board of Directors – Other

7210-Band Directors Conference
7220-Classroom Supplies
7230-Memberships
7240-Guest Clinicians
7245 YEAR ROUND STAFF
7255-Instrument Repair
7260-Music
7280-Honors Bands

7300-Social/Hospitality
7310-Freshmen Liaison
7320-Senior Activities
7330-Awards

7600-Uniforms

EVENTS

8110-Cost of Art in Motion
8200-Cost of Merchandise
8200-Cost of Concert Attire
8200-Cost of Spirit Wear
8200-Cost of Uniform Items

Treasurer Email: treasurer@greenhopeband.org
President Email: president@greenhopeband.org
Website: <http://www.greenhopeband.org>
FaceBook: <https://www.facebook.com/GreenHopeBands>