

Authorization for Un-budgeted Expense

To be used to obtain authorization in advance for any expense that is not budgeted

From: _____ **Date requested** _____

Requested by _____

For/ Description

Break down of Expense	AMOUNT
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

I Approved this expenditure.

Seneschal _____

Exchequer _____

Fin. Com. Member _____

Fin. Com. Member _____

I do not approve this expenditure (please state why under reason)

Seneschal _____

Exchequer _____

Fin. Com. Member _____

Fin. Com. Member _____

Reason -