

<b>Northwest Saddle Club</b>	PO Box 405, Hugo, MN 55038	<b>TRAVEL &amp; EXPENSE REPORT</b>
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Name:	Your Address:	Phone #:
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Position:	Event:	
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Date:	Description of Expenditures	<u>Royalty</u>	<u>Events</u>	<u>Grounds</u>	<u>Clubhouse</u>	<u>Communications</u>	<u>Youth</u>	<u>Operations</u>	<u>Membership</u>	<u>Volunteer</u>

Receipt must accompany this expense report.  
I certify that the information provided above is an accurate record of expenses incurred.

Signature: \_\_\_\_\_

Total Expenses:	
Less Club Paid:	
Less Cash Advance:	
Due to Club:	
Due to Member:	

Signature - NWSC Treasurer/President
Print Name - NWSC Treasurer/President