



District 50 Hawaii Lions

Fiscal Year 2022 - 2023

I MUA District 50 Let's move forward together



DISBURSEMENT REQUEST FORM

- Complete this form to request for payment or reimbursement
 - Request item must be included in the approved budget
 - Obtain signature of the committee chairperson or authorized approver
 - Attach original invoices or receipts
- Mail documents to D50 Hawaii Lions, c/o Lester Nip, PO Box 283087, Honolulu, HI 96828
- If you have questions, please email Lester at Ln4813g@gmail.com.

Date	Project/Activity	Purpose	Description	Amount

Make check payable to: _____ Total amount: _____

Mail check to (address): _____

Requested by: Signature: _____ Print name: _____

E-mail: _____ Phone: _____ Date: _____

Approved by: Signature: _____ Print name: _____

Committee (if applicable): _____ Date: _____

TREASURER USE ONLY:

Approved by (District Governor): _____ Date: _____

Check #: _____ Check date: _____ Total Amount: _____

Expense Category: _____ Amount: _____

Expense Category: _____ Amount: _____

Expense Category: _____ Amount: _____