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| Chapter Name: |  |
| Chapter President: |  |
| Chapter Treasurer: |  |

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| Explain how this expense aligns to your fundraising plan:   |  | | --- | |  | |  | |  | |

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| **Date Purchased:** | **Purchased by:** | **Recipient Name:** | **Gift Card (i.e. Starbuck, Target…)** | **Amount:** | **Date Distributed:** | **Distributed by:** |
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| **TOTAL GIFT CARDS** | | | | **$** | | |
| *Note: Additional rows available of second page if needed.* | | | | | | |

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| Accepted by: |  | Date: |  |
| Confirmed by: |  | Date: |  |

**Complete the following information:**

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| **Date Purchased:** | **Purchased by:** | **Recipient Name:** | **Gift Card (i.e. Starbuck, Target…)** | **Amount:** | **Date Distributed:** | **Distributed by:** |
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| **TOTAL GIFT CARDS** | | | | **$** | | |