

## ACTIVITY BUDGET FORM

**Event:** \_\_\_\_\_

**Coordinator:** \_\_\_\_\_

**Budget amount:** \$ \_\_\_\_\_

REMINDERS:

1. Put your name and event on each receipt turned in.
2. You need to have a receipt for every item, to be reimbursed.
3. If you are over budget, you need to get approval from the administrator.
4. Be reasonable in your purchases.
5. Please turn in this form to the CMCA office when you are done with the event.

[illegible]

***“ His lord said to him, ‘Well done, good and faithful servant; you were faithful over a few things, I will make you ruler over many things. Enter into the joy of your lord.’ ”***  
***Matthew 25:2***