

BUFFALO COUNTY REPUBLICAN PARTY  
REQUEST FOR FUNDS

Date: \_\_\_\_\_

Name of person making request: \_\_\_\_\_ Amount Requested: \_\_\_\_\_

Purpose of Request: (give a detailed description of how the funds will be used and how expenditure will benefit BCRP)

Vendor Quotes: Must have 2 quotes. Please attach or email copy of quotes.

If quote includes discounts to BCRP, please provide copy or email quote without discount adjustment to BCRP Treasurer [brenda.roetman@gmail.com](mailto:brenda.roetman@gmail.com)

Was Vendor advised:

- |  |   |   |
|--|---|---|
| 1. That this request is being requested on behalf of the BCRP?   | Y | N |
| 2. Their donation is not a taxable donation to their business?   | Y | N |
| 3. Their donation is considered an In-Kind donation to the BCRP? | Y | N |
| 4.   |   |   |

If yes: Name \_\_\_\_\_ Address \_\_\_\_\_

Description \_\_\_\_\_ Value \$ \_\_\_\_\_

Date funds need to be paid: \_\_\_\_\_ Payment made out to: \_\_\_\_\_

Any request for over \$100 will require an itemized statement of how the funds were spent.

Date submitted to Executive Board: \_\_\_\_\_ Via: \_\_\_\_\_ (email, hand delivered)

\_\_\_\_\_  
Signature of Requestor

\_\_\_\_\_  
Print Name

EXECUTIVE BOARD:

Approved Y N

Amount Approved \$ \_\_\_\_\_

By Executive Board Member(s): \_\_\_\_\_