

**Gilmer Independent School District
EXPENSE AUTHORIZATION**

This form is required only for student-led organizations.
If the sponsor or principal decides how group money is spent, this form is not required.

Campus: _____ Date: _____

The students who are members of _____
Print the name of your student-led organization.
have agreed to authorize expenditures for the purpose and amount shown below.

Proposed Purpose of Expenditure(s):

Current Balance in Activity Account (as of Date above): \$ _____.

Maximum Amount to Spend for this Purpose: \$ _____.

_____ **Date Signed:** _____
Group Officer Signature

_____ **Date Signed:** _____
Sponsor Signature

ATTACH THE ORIGINAL SIGNED FORM TO THE CHECK REQUEST.