**Payment Approval Log** Club Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Date of Bill** | **Check Number** | **Amount** | **Pay To** | **Items Purchased?** | **For What Purpose?** | **Expense Category** | **Budget or Vote?** | **Club President Initials** | **Club Secretary Initials** |
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