



**Friends of the San Antonio Public Library**

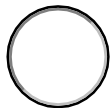
**REQUEST FOR FUNDS**

**NOTE: All requests for payments MUST be accompanied by receipts, invoices, etc. Tape receipt(s) to a sheet of paper and attach the sheet to this request, or scan receipts and email with form.**

BRANCH OR SUPPORT GROUP: \_\_\_\_\_ TODAY'S DATE: \_\_\_\_\_

PERSON MAKING THIS REQUEST: \_\_\_\_\_ PHONE: \_\_\_\_\_

| Amount | Purchase Description/Vendor | Category (Check one)   | (PRINT) Issue & Mail Check to: |
|--------|-----------------------------|--|--------------------------------|
|        |                             | <input type="radio"/> Group operating expense<br>Staff appreciation<br><br><input type="radio"/> Purchases for use by<br>SAPL, to benefit<br>the public or a<br>library facility |                                |
|        |                             | <input type="radio"/> Group operating expense<br><input type="radio"/> Staff appreciation<br><input type="radio"/> Purchases for SAPL  |                                |
|        |                             | <input type="radio"/> Group operating expense<br><input type="radio"/> Staff appreciation<br><input type="radio"/> Purchases for SAPL  |                                |



click button to clear information on form

Mail this form and supporting information to: **FOSAPL, P.O. BOX 461523 SAN ANTONIO, TX 78246-1523**

Or mail to: **Barbara Morrow, FOSAPL Treasurer 3534 Ironwood Fls San Antonio, TX 78261**

Or send form and scanned/copied attachments to: **fosapltreas@gmail.com**