

FOX VALLEY MUSIC TEACHERS ASSOCIATION INCOME/EXPENSE FORM

Location/Date

Income for: Keys for a Cause \_\_\_\_\_
Monster Concert \_\_\_\_\_
Young Artist Festival \_\_\_\_\_
Donation \_\_\_\_\_
Other (explain) \_\_\_\_\_

Expense for: Keys for a Cause \_\_\_\_\_
Monster Concert \_\_\_\_\_
Young Artist Festival \_\_\_\_\_
Speaker \_\_\_\_\_
Grant/Scholarship \_\_\_\_\_
Other (explain) \_\_\_\_\_

Itemize Income Below:

Itemize Expense Below:

Table with 2 columns: Names, Amount. Multiple empty rows for data entry.

Table with 2 columns: Description, Amount. Rows include Facility use, Judging, Tuning, Other, Miscellaneous, and Total.

Important: Receipts must be attached to the back of this form. If you do not have them briefly explain.

Deposit amount verified by two people:
1) \_\_\_\_\_ 2) \_\_\_\_\_

Indicate amount and to whom check for above expense should be sent to:

Your Name \_\_\_\_\_ Amount \$ \_\_\_\_\_
Address \_\_\_\_\_
City/State/Zip \_\_\_\_\_
Phone \_\_\_\_\_
Email \_\_\_\_\_

If any portion of the above expense should be paid to another party please indicate the amount to whom and where check should be mailed (including address). Attach additional sheets as necessary.

Name \_\_\_\_\_ Amount \$ \_\_\_\_\_
Address \_\_\_\_\_
City/State/Zip \_\_\_\_\_

Please mail form to:

FVMTA Treasurer
P.O. Box 1451
Appleton, WI 54912

Name \_\_\_\_\_ Amount \$ \_\_\_\_\_
Address \_\_\_\_\_
City/State/Zip \_\_\_\_\_