

Purchase Proposal Form

This form must be filled out completely and returned to the Financial Committee before any purchase will be approved. The Financial Committee will review the budget and discuss possible revisions with the proposer as necessary. Should some information be unavailable, the proposer will submit the budget with an explanation of the circumstances.

Society & Modern Name, address, phone, and e-mail: _____

Item you wish to buy _____

When you wish to buy item _____

What item will be used for _____

Where you will buy item _____

Cost of item with breakdown if there are multiple parts _____

Any other information _____

Total = \$ _____

Approved by _____ **Seneschal signature** _____ **Exchequer signature**