

**OREGON STATE FEDERATION OF GARDEN CLUBS, INC.**  
**WARRANT**

Warrant number: \_\_\_\_\_  
(To be issued by Recording Secretary)

Pay To: \_\_\_\_\_ Date: \_\_\_\_\_

Amount Requested: \_\_\_\_\_ Advance: Y N or Payment: Y N  
(Receipts attached)

Mail To: \_\_\_\_\_

Address: \_\_\_\_\_

City, State and ZIP: \_\_\_\_\_

Payment/Reimbursement requested for: \_\_\_\_\_  
\_\_\_\_\_

Requested by officer or chairperson of \_\_\_\_\_ Committee

Signed By: \_\_\_\_\_

The following must be received: Receipts or signed itemized statement. If cash draw, a completed warrant must accompany the request to the Treasurer and receipts or signed statement must be sent within twenty (20) days after event.

1) Send the warrant: Bertha Keith, 32787 W Spearman Rd, Hermiston, OR 97838-7331

Signed: \_\_\_\_\_, Recording Secretary \_\_\_\_\_  
(Date)

2) Recording Secretary will forward to Karen Brown, OSFGC President, 5211 Salmon River Hwy, Otis, OR 97368-9780

Signed: \_\_\_\_\_, President \_\_\_\_\_  
(Date)

3) President will forward to Karon Yaden, OSFGC Treasurer, 13640 SE Hwy 212, #103, Clackamas, OR 97015-8511

Signed: \_\_\_\_\_, Treasurer \_\_\_\_\_  
(Date)

Check Number: \_\_\_\_\_ Amount: \_\_\_\_\_

Date Paid: \_\_\_\_\_ Date Mailed: \_\_\_\_\_