



**HUDSON BLUE LINE CLUB  
FINANCIAL ACTION REQUEST FORM**

**Type of Request:**

- Expense Reimbursement – *attach receipt(s)*
- Invoice Payment – *attach invoice*
- Generate Purchase Order – *attach vendor quote and contact information*

**Pay to:**

**Address:**

**City:**

**State:**

**Zip:**

**Amount:**

**Reason:**

**Requested by:**

**Date:**

**Approved by:**

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**Date:**

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**Position:**

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**Submittal Options:**

- Give to:
  - Boys side- Marit Mears/ Rick Pottratz
  - Girls side- Lynn Robson/Greg Mielke
- Email to: [lrobson@telusproperties.com](mailto:lrobson@telusproperties.com)

<b><u>FOR ACCOUNTING USE</u></b>
DATE RECEIVED: _____
DATE POSTED: _____