



Arizona Submarine Veterans Perch Base Personal Expense Report

To: Perch Base Treasurer
 Kevin P. Sheehan
 16501 N El Mirage Rd Lot 410
 Surprise, AZ 85378-3796
 treasurer@perch-base.org

**For or
From:**

Name: _____ **Date:** _____
Address: _____

Ph #: _____
e-mail: _____

Item Number	Item Description	Budget Line (to be filled in by Treasurer)	Qty	Unit Price	Qty Price
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Total Submitted:

Comments:

Submitter Signed: _____

Submitted Date: _____

NOTE: When donating materials, a separate line should be entered showing a description of "donation" and the amount equal to the value of the item but entered as a negative so expense report shows total of \$0.00.