U.S. Youth Soccer, Region III

Check Request Form

NOTE: This form is for Program Administrators use only.

Date	Payable To: (Name and Address	Purpose	Program	Event Title / Location / Date	Region Expense Code (See List)	Amount
TOTAL						-

EXPENSE CODES

- Airfare - **8040**
- Dues/Registration - **8030**
- Equipment Maintenance - **8090**
- Equipment purchase - **8024**
- Equipment rental - **8020**
- Event Fees - **8150**
- Field Expense - **8046**
- Fines - **8151**
- Gear/Embroidery - **8027**
- Auto/Mileage/Gas/Tolls - **8140**
- Hotel/Food/Laundry/Water - **8045**
- Insurance - **6300**
- Maintenance - **8070**
- Meeting Room Expense - **8042**
- Member Activities - **8047**
- Miscellaneous - **8050**
- Postage - **8035**
- Print/Copy - **8055**
- Promotion - **8015**
- Supplies - **7500**
- Taxes/Licensing - **8080**
- Website - **8011**
- Telephone - **8010**

Complete Form
Attach Proper Expense/Contract Forms
Attach Receipts
Mail to Region Office

I Certify that the above expenses were incurred in the best interest of the U. S. Youth Soccer, and an approved budget exists for these expenses.

Signature: Date:

Approved By: Date:

US Youth Soccer, Region III -
12320 Jacksonville Cato Rd, North Little Rock, AR 72120
r3usysa@swbell.net
501-834-1300 (F) 501-835-1300
www.usysregion3.org