

## Lakota Lodge Expenditure Form

Name : \_\_\_\_\_

Address:

Today's Date: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date	Expense	Amount	Budget Area (see P2)	If Unbudgeted or over budget, Date of LEC Approval
Total Expense				

Signatures of Two Key Five Members

X \_\_\_\_\_

Date: \_\_\_\_\_

Position: \_\_\_\_\_

X \_\_\_\_\_

Date: \_\_\_\_\_

Position: \_\_\_\_\_

## Budget Areas

Each committee has a budget which can be spent at the discretion of the committee without the need for additional approval from the Lodge. All committee expenses should be coordinated through the committee chairman and/or adviser. Expenses made without prior approval of the committee will be paid at the discretion of the committee. Expenses that exceed a committee budget will require LEC approval.

Each budget area is outlined and typical items for that budget area are included. Expenses are not limited to these typical items.

100 Spring Fellowship – Meeting expenses, food expenses, patches, awards
110 Summer Fellowship – Meeting expenses, food expenses, patches, awards
120 Fall Fellowship – Meeting expenses, food expenses, patches, awards
130 Haunted Hike – Meeting expenses, food expenses, patches, awards
140 Winter Banquet – Meeting expenses, food expenses, patches, awards
160 Trading Post – Seed money for purchases, promotional
200 Lodge Executive Committee – Copying costs, refreshments
210 Key Five – Copying costs, refreshments
220 Induction/Conversion – Sash purchases
230 Recognition – Plaques, certificates
300 Unit Elections – copying
310 Elangomat – Training materials
320 Troop Representative
330 Training – LLD expenses, copying, mailings.
331 National Leadership Seminar - Participant reimbursement, promotion.
340 Brotherhood – Copying, postage
350 Vigil – Breakfast, copying. (Sashes are included in #220), postage
400 Ceremonies – Refreshments, minor costuming purchases
410 Camp Promotions - copying
420 Camp Services – tools for projects, materials for projects, promotions.
430 Summer Chief - Refreshments
440 One Day of Service – copying, event food
470 Haunted Hike – Copying, decorations, refreshments
500 Blue Goose – Printing, postage
600 Printing and Postage – General Lodge communications
700 Blackhawk Chapter – refreshments, haunted hike, costuming
710 North Woods Chapter - refreshments, haunted hike, costuming
720 Pathfinder Chapter– refreshments, haunted hike, costuming
730 Signal Hill Chapter– refreshments, haunted hike, costuming

Budget status can be obtained at monthly LEC meetings or by contacting the Lodge Treasurer.

(This page does **not** need to accompany the expense.)