California Wing Form 5 – Credit Card Purchases

Charter Number: CA –	Unit Name:
Credit Card Number:	Credit Card Expiration Date /

Date	Description or Explanation	General Ledger Account Number	Amount
		TOTAL:	0

Include original receipts or scanned copies. Include serial number in description for equipment purchases

FINANCE COMMITTEE APPROVAL? YES ☐ NO ☐ Date of approval:
Wing expenditures in excess of $1,500.00 or Unit expenditures in excess of $500, MUST be approved in advance by the Finance Committee. Units shall retain original copies of this document IAW CAPR 10-2.

Copy for: LG ☐

Cardholder Name:	Signature:	Title:	Date:
Approved by:	Signature:	Title:	Date:
Approved by:	Signature:	Title:	Date: