



Texas Association for the Education of Young Children

Request for Payment-Chapters

Expenditure Details

Total Amount	
Due Date	
Line Item	
Chapter	
Purpose	
Vendor	
Address	
Vendor Email	

***Please attach the vendor invoice to the pdf with submission**

Payment Approval

Chapter Leader

Date

Chapter Leader

Date

Executive Director (>\$5,000)

Date

Board President (>\$10,000)

Date