

**CREDIT CARD CHARGE**

Date of Charge: \_\_\_\_\_

Amount of Charge: \_\_\_\_\_

Store/Vendor: \_\_\_\_\_

Purpose: \_\_\_\_\_

\_\_\_\_\_

Budget line: # \_\_\_\_\_

Charged By: \_\_\_\_\_ Date: \_\_\_\_\_

*Attach the original invoice, sales slip, etc.  
which shows specific purchases/charges.*

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