



SECTION PAYMENT REQUEST

For use when making a payment to a section member
for services provided to the section.

Payee's Name _____

Address _____

Please provide account numbers	
Account #	Amount

Amount: _____

Date: _____

Description of Services: _____

Authorization to compensate an officer or council member for a service to the Section that is not defined by the Section's bylaws as a duty of an officer, council member, or Section member requires a two-thirds vote of the Section council. The person to be compensated may not participate in the vote. The vote must be recorded in the minutes of the meeting, and the minutes must be made available on the Section's website.

I hereby attest that the compensation is not provided for services rendered in connection with the performance of a duty of an officer, council member, or section member, and further attest, if the compensation is to an officer or council member, that the voting and publication requirements above have been met.

Section chair or section treasurer signature approval

Signature of Payee

Dated _____, 20____.