



APPENDIX C

APPLICATION FOR USEA AREA NON-BUDGET EXPENSE EXCEPTION

Request Date: _____

USEA Area: _____

Budget Year: _____

Fund: Admin Adult Rider Young Rider

Exception Amount: \$ _____

Exception Description:

Exception Justification:

Submitted By: _____

Title: _____

Availability of Funds Verified By Area Treasurer: Yes No

Area Treasurer Signature: _____

Approval Required By: Area Treasurer (non-budget expense up to \$100)
 Area Chair (non-budget expense up to \$500)
 Area Council (non-budget expense over \$500)
 USEA CEO (non-budget expense over \$5,000)

Approved By: _____
(Print Name)

Signature: _____

Approval Date: _____