

TO: American Muslim Diversity Association  
 From: \_\_\_\_\_  
 Subject: Bill for buying ??????  
 Date: \_\_\_\_\_  
 Ref: AMDA (name of the activity)

Date you are preparing this bill

Date	Item	Amount	Receipt No.
	Total	\$0.00	

Put date as on receipt

Short description of item

Put number on receipt and put that number over here

Sign: \_\_\_\_\_  
 Date: \_\_\_\_\_

Note: Please attach the receipts with this bill.