

Missouri Wing Civil Air Patrol  
UNIT RECURRING EXPENSE POLICY

THIS POLICY WILL NEED TO BE RENEWED ON October 1 each year.

The finance committee of \_\_\_\_\_ Squadron hereby authorizes Missouri Wing to submit payment to \_\_\_\_\_ for our \_\_\_\_\_ on a \_\_\_\_\_ basis on our behalf without additional written approval. Wing HQ is authorized to submit payment up to \$ \_\_\_\_\_ per month. If the payment requested from \_\_\_\_\_ exceeds \$ \_\_\_\_\_ per month Wing HQ must contact the \_\_\_\_\_ Squadron Commander to obtain additional authorization. If \_\_\_\_\_ Squadron does not have enough funds to pay a \_\_\_\_\_ bill, Wing HQ must contact the \_\_\_\_\_ Squadron Commander so that additional funds may be deposited into their account.

\_\_\_\_\_  
Group/Squadron Commander

\_\_\_\_\_  
Date

\_\_\_\_\_  
Group/Squadron Finance Officer

\_\_\_\_\_  
MOWG Finance Officer or Executive Officer