Prize Log

Directions: Form must be typed, and any receipts or Purchasing forms need to be attached.

Program Title: _____

How is the card /prize awarded: _____

Program Date: _____

Signature of Staff Giving Card/Prize: _____

Speed Type/Program Code: _____

Organization: _____

Program Sponsor: _____

Who is eligible to receive the Gift Card/Prizes: _____

Prizes should be listed on this form in the same order as they appear on the merchant receipt(s):

Vendor	Date Prize Rec'd	Value	Prize Awarded	Receiver Name (print)	Receiver Signature	BGSU ID#