

Florida Atlantic University Foundation, Inc.
777 Glades Rd. · ADM295 · Boca Raton, FL 33431 · 561-297-2891

Meals & Entertainment Form (FAUF-E)

Payee: _____

Date of Entertainment: _____

Time of Event: _____

Place of Entertainment: _____

Name & Title of Attendees

Topic of Discussion: _____

Purpose, & Benefit to the University

Total Cost of Entertainment: \$ _____

Original Itemized Receipts for all Expenses are required for the Foundation audit purposes.