

Tee & Turf Golf Club
REQUEST FOR REIMBURSEMENT

The original receipt(s) must be attached for approval

Name _____

Date of Submission _____

Description of Request (i.e.: golf, social, mailing, etc.)

Total amount of Receipt(s) \$ _____

Date of Event _____

Place of Event _____

Signature of Requestor _____

(FOR OFFICE USE)

Approved Rejected

Reason (Only if rejected) _____

Signature of Authorized Officer _____

Signature of Treasurer _____

Disbursement Type Cash Check (Check # _____) Other

Date of Disbursement _____