

\_\_\_\_\_ **4-H Club**  
**REQUEST FOR REIMBURSEMENT**

**\*\*Please attach the receipts\*\***

Date: \_\_\_\_\_ Submitted By: \_\_\_\_\_

Committee/Event: \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_

Expense approved through approved budget

Expense approved by a motion on \_\_\_\_\_ (date)

Make Check Payable to: \_\_\_\_\_

Item(s) Purchased: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Treasurer's Use Only:**

Date Paid: \_\_\_\_\_

Check Number: \_\_\_\_\_

Check Amount: \_\_\_\_\_