

## BSA Troop 8 Reimbursement Request

Name: \_\_\_\_\_

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

DATE	DESCRIPTION	OUTING / PURPOSE	AMOUNT

Net Amount Due: \_\_\_\_\_

**Attach receipts, invoices or other documentation to this form** and submit to either

Mark Romer, Troop 8 Treasurer

James Resing, Troop 8 Committee Chair

*Event expenses should be submitted within 30 days of the Event date in order to be considered for reimbursement. Unused funds that were budgeted for the event can then be reallocated to future events and expenses for the benefit of the troop.*

Request Received by: \_\_\_\_\_

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

***For Treasurer Use Only***

Approved: \_\_\_\_\_

Check #: \_\_\_\_\_

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