

# VASHON-MAURY ISLAND GARDEN CLUB

PO Box 2113, Vashon WA 98070 vmigc.org

## Expense Reimbursement Form

To be reimbursed, fill out this Expense Form and attach all receipts. Obtain approval signature from Committee Chair or Officer. FORM MUST BE SIGNED BY PERSON AUTHORIZED TO APPROVE IT. Turn in to Treasurer within 30 days.

DATE		
CHECK PAYABLE TO:		
ADDRESS		
PHONE		
Committee or Event		
	(Must match a budget as published in the current Directory)	
Expense	\$ Amount	Purpose
<b>TOTAL:</b>	\$	
<b>REQUIRED SIGNATURE</b>		
	(Must be signed by Committee Chair or, if not applicable, a Club Officer)	

<p style="text-align: center;"><b>Do Not Write in Box</b> PAID</p> <p>Date:</p> <p>Check #:</p>
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