



Staple receipts behind here

TASSAJARA HILLS FOUNDATION

Request for Reimbursement

(Receipts must be attached to all requests)

Payable To: _____

Address: _____

Total Amount
\$ -

<i>Date</i>	<i>Budget Category</i>	<i>Explanation</i>	<i>Amount</i>
Total			\$ -

Special Instructions:

I certify that the requested funds were/will be spent for the purposes approved by (YOUR SCHOOL Ed Fund)

Submitted By: _____ **Requestor Signature:** _____

Signatures Required

President: _____

Secretary _____

Approved: _____

Date Paid: _____

Check #: _____

OR

Denied: _____

Reason: _____