

# AVRC ENDOWMENT REIMBURSEMENT FORM

Fill out the form below completely. All receipts should be attached to the form and emailed to [finance@avrcendowment.org](mailto:finance@avrcendowment.org) and [AVRCGrapevine@gmail.com](mailto:AVRCGrapevine@gmail.com)

Date \_\_\_\_\_

Event/Item(s) \_\_\_\_\_

Submitted by \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Send Check to (name) \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Description of Purchase(s)	Amount
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
Total	_____

Treasurer Use Only		
Check Number _____	Amount _____	Date _____
Budget Category _____		



Submitter please sign here: