

Date: ___/___/___

Chess Club
Request for reimbursement

Directions:

- 1) Fill in what you purchased]
- 2) Attach receipts or receipt copies
- 3) Turn into Club manager or Treasurer

Name: _____

Date	Vendor	Description	Amount
		Total	

Signature: _____

For club use

Paid – Date: ___/___/___

Check # _____

Signature: _____