



Green Lake County 4-H Leaders' Association Reimbursement Request

If you are requesting reimbursement complete this form and return completed form with receipts to the Green Lake County 4-H Leaders' Association or the Extension Office.

All receipts must to be turned in within 60 days of purchase.

Payee:	For Treasurer Use Only Check No.: Date of Issue: Amount of Check:
Address:	
Date Requested:	
Requested Amount:	

Date	Description	Amount
TOTAL		\$

Please attach ORIGINAL receipts for all expenses (No reimbursement without a receipt).

Approved by:

GLC 4-H Bookkeeper (print name)	Signature	Date
---------------------------------	-----------	------

GLC 4-H Treasurer (print name)	Signature	Date
--------------------------------	-----------	------