

Potomac Curling Club

Request for reimbursement

____ / ____ / ____

Please make check payable to: _____ for \$ _____

Event (or "gen'l") _____

Bought from: _____

Date _____ / ____ / ____

receipt #1

receipt #2

receipt #3

receipt #4

Food & Kitchen Supplies	\$	\$	\$	\$
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Facility & Ice Supplies	\$	\$	\$	\$
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Refreshments	\$	\$	\$	\$
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Liquor & bar supplies	\$	\$	\$	\$
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Other:	\$	\$	\$	\$
_____	\$	\$	\$	\$
_____	\$	\$	\$	\$

Total, each Receipt	\$	\$	\$	\$
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Grand Total \$ _____

Attach receipts
Drop in Finance box

In requesting reimbursement for the above purchases, I hereby certify that the goods / services were delivered to the Potomac Curling Club for the event (or general Club use) as indicated.

signed: _____

[check here] Check will be in an envelope, with your name, on the bulletin board UNLESS it should be mailed to the address on the back of this form