Boy Scouts of America No.2
Troop 226
St. Peter's Catholic Church
2061 Patton Chapel Road
Birmingham, Alabama 35216

Troop 226 Expense Reimbursement Form

This form is to be completed for reimbursement of any personal charges for troop related expenses. To ensure that an expense is reimbursable, check with the Scoutmaster, Troop Committee Chair, or Troop Treasurer prior to incurring the expense. After the expense has been incurred, complete this form and attach receipts (receipts should be taped or copied to a 8 ½ X 11 sheet of paper and stapled to this form).

Payee Name: _____

Scout Name: _____

Today's Date: _____ Phone Number: _____

Expense Description, Purpose of Expense and Date Purchased	Amount
Subtotal of all expenses:	
Less prior credits or amount advanced:	
Amount requested to be reimbursed:	

Approvals:

_____ Or _____

Scoutmaster Troop Committee Chair

DO NOT WRITE IN THIS BOX

_____

Treasurer

Check Number and Amount: _____ Date Paid: _____