

Richmond Jets Minor Hockey Association

General Expense Claim

Please attach copies of receipts to this expense claim and drop into our mailbox at Richmond Ice Centre.

Name

Date

Address

Phone Number

Email

Purpose / Event

Division

Date

Description

Amount

Total

I understand that expenses incurred on behalf of Richmond Jets Minor Hockey Association are to be pre-approved and are to be kept to a minimum.

I hereby certify that all of the above information is correct.

Signature _____