

Pacific Storm Water Polo Expense Reimbursement Form

Cheque Payable to: _____

Role (Coach/Team Manager/Executive Member/Volunteer, etc.) _____

Date of Claim for Reimbursement _____

Event: (Tournament, Program or Event) _____

(expense claims must be submitted within 14 days of expense being incurred)

Date of Expense	Expense Description	Total Amount of Expense to be Reimbursed	Type of Supporting Documentation (Invoice, Receipt, etc.).

Total Amount of Claim: \$0.00

Claimant Signature _____

Executive Approval _____

Date _____

Note: All individuals requesting reimbursement for a club expenditure must complete this form in full, attach copies of supporting documentation, and submit to club Treasurer for processing.