

## FUSION Expense Reimbursement Form

Date: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, Zip Code: \_\_\_\_\_  
 Phone: \_\_\_\_\_

Committee: \_\_\_\_\_

Chair Approval: \_\_\_\_\_

Expense Description	Dollar Value	In-Kind Donation	Reimburse
<i>Example: Copies made at Kinkos</i>	\$6.25		\$6.25
<i>Example: Used set of pots and pans</i>	\$20.00	X	-----
TOTAL:	\$	\$	\$

\*\*\*Please submit to your committee chair for approval  
 \*\*\*ORIGINAL RECEIPTS MUST BE ATTACHED FOR REIMBURSEMENT

Questions? E-Mail me at [Treasurer@FUSIONfederalway.org](mailto:Treasurer@FUSIONfederalway.org)

Additional Forms can be printed by going to [www.FUSIONfederalway.org](http://www.FUSIONfederalway.org), click on the "Volunteer News" tab, then scoll to the bottom of the page and click on "Expense Reimbursement Form"