

# MORTAR BOARD AT UCLA

## CHAPTER EXPENSE REIMBURSEMENT FORM

*Scholars...Chosen for Leadership...United to Serve*

**REQUESTOR** \_\_\_\_\_

**POSITION** \_\_\_\_\_

**PHONE** \_\_\_\_\_

**DATE** \_\_\_\_\_

**FOR OFFICE USE ONLY**

Check # \_\_\_\_\_

Date \_\_\_\_\_

Authorized by \_\_\_\_\_

### EXPENDITURE(S)

BUDGET CATEGORY	DESCRIPTION	MERCHANT	AMOUNT
<b>TOTAL</b>			

PLEASE SELECT ONE:

I will pick up the check at Pam's office.

Mail the check to:

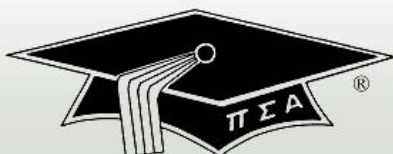
\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I certify that the above expenditure(s) were made on behalf and for the benefit of the Agathai Chapter of Mortar Board at UCLA.

\_\_\_\_\_  
**REQUESTOR'S SIGNATURE**

\_\_\_\_\_  
**DATE**

PLEASE ATTACH THE ORIGINAL FUNDING REQUEST FORM AND ALL RECEIPTS TO THIS FORM.



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