

**BOY SCOUT TROOP #325  
REQUEST FOR REIMBURSEMENT FORM**

Person requesting reimbursement \_\_\_\_\_

Amount of reimbursement \_\_\_\_\_

Receipt/document attached

Description of item(s) purchased:

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

Approval: \_\_\_\_\_ Date  
                    Committee member

\_\_\_\_\_ Date  
                    Committee member

<b><u>For use by Treasurer:</u></b>	
Check #/petty cash	_____
Date	_____
Payable to	_____
Amount	_____