

Beaufort Woman's Club
Request for Reimbursement

Date: _____ Requested By: _____

Committee: _____

Requested Amount: _____

Purpose of purchases? _____

Who should the check be made out to and mailing address:

Please list items purchased and attach receipts. Give your completed form with receipts to Nancy Church, the Treasurer, or mail them to her at 101 Leonda Drive, Beaufort, NC 28516.

<u>Date</u>	<u>Item/Description</u>	<u>Vendor</u>	<u>Amount</u>
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BWC Review/Action: _____

Date: _____

1-8-2016