

CATHEDRAL PARENTS' CLUB
Request for Expense Reimbursement

Paid to (name of company, individual, or organization):

Paid by (circle one): check credit card cash Amount for reimbursement:
Description of Expense (social committee, dinner auction, school picnic, etc):

Make reimbursement check payable to (your name, other organization, or other individual):

**NOTE: PLEASE ATTACH ALL RECEIPTS
AND SUPPORTING DOCUMENTS**

RETURN TO: CATHEDRAL GRADE
SCHOOL OFFICE c/o PARENTS' CLUB
ATTN: **Nancy Schmidt**, TREASURER

Treasurer's Use Only: Check number: _____ Date: _____