Los Altos, Los Altos Hills Newcomers Club Form for reimbursement

Name: _____   Total Amount: _____

Function: _____

Nature of Expense:

Name of vendor(s):

(Please staple receipts in back of the upper left corner)

Board Approval required for other than budget items.

Date of Board Approval: _____

For Treasurer input only:

Check #: _____   Date Paid: _____

Notes: