

Waller Mill Bible Church
RECEIPT SUBMISSION /
REQUEST FOR REIMBURSEMENT

Submitted by: _____

Please staple all receipts to this form. Forms should be submitted to the Treasurer (Lyndia Jones) or Clerk (Cheryl Peak).

Date of Purchase	Purchased From	Description of Items Purchased and Purpose	Expense Amount
TOTAL REIMBURSEMENT REQUESTED			

Check here if declining reimbursement

OR

Signature _____

Date _____

For Office Use:		
Check #: _____	Category: _____	Amount: _____
Amount: _____	Category: _____	Amount: _____
Issue Date: _____	Category: _____	Amount: _____