

Club Name: \_\_\_\_\_

**Request for Reimbursement/Check**

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**Date** \_\_\_\_\_ **Project /Event** \_\_\_\_\_

**Administrative Fund** \_\_\_\_\_ **Youth Fund** \_\_\_\_\_

**Amount Requested** \_\_\_\_\_ **Requested Date** \_\_\_\_\_

**Check Payable to** \_\_\_\_\_

**Description of Reimbursement** \_\_\_\_\_

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For Secretary/Treasurer Use Only

**Date Check Issued:** \_\_\_\_\_ **Check Number Issued** \_\_\_\_\_

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