

Leader Name: \_\_\_\_\_

Rev 2

## 6<sup>th</sup> Peace Arch Reimbursement Form

Section: Colony  Pack  Troop  Company  Crew  Group

Item(s) Bought:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Purpose of Items Bought:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Original Payment Type:

Cash  Cheque  Visa  Other  \_\_\_\_\_

Total Spent:

\$ \_\_\_\_\_

Please staple the original receipt onto the back of this form and give it to your section leader for approval, who will then give it to the group commissioner for approval.

NOTE: the purchase date must be within 1 month of this form's submission to the section leader.

Reimbursement approved by section leader and Group Commissioner:

Section Leader:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Group Commissioner:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Office Use Only

**Cheque Issue Date:** \_\_\_\_\_

**Issued Cheque Number:** \_\_\_\_\_

**Group Treasurer's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_