

# EFLI REQUEST FOR REIMBURSEMENT

DATE \_\_\_\_\_

NAME OF PERSON TO BE REIMBURSED \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

DESCRIPTION OF RECEIPTS (please include all applicable receipts): \_\_\_\_\_

<u>VENDOR/BUDGET AREA</u>	<u>PURCHASE DATE</u>	<u>AMOUNT</u>
EX: JOES CHALK CO./FIELD SUPPLIES _____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**TOTAL REIMBURSEMENT** \_\_\_\_\_

NOTES/COMMENTS \_\_\_\_\_

**PLEASE EMAIL REQUESTS TO:**  
INFO@EFLI.ORG

**OR MAIL REQUESTS TO:**  
TREASURER - EFLI  
PO BOX 4052  
FULLERTON, CA 92834. ALLOW 3-5 DAYS FOR PROCESSING.

## TREASURER ONLY

DATE RCVD: \_\_\_\_\_

DATE MAILED/DELIVERED: \_\_\_\_\_

CK# \_\_\_\_\_