

# LexSki

## Reimbursement Request Form

Member Name: \_\_\_\_\_

Date of Request: \_\_\_\_\_

Method of reimbursement (check one only):

Venmo   or    Check

YOUR Venmo Address (eg @Treasurer-LexSki): \_\_\_\_\_

Date of Purchase	Item / Expense	Category	Amount
Categories:			
1 – Food/Bar	4 - Lodge Repairs	TOTAL:	\$
2 – Work Weekend Supplies	5 – Other Expenses (explain)		
3 – Household Items			
<b>** All Reimbursements Require a Receipt Attached to this form **</b>			
Comments:			

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

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

Submit form with attachments promptly via email to: [treasurer.lexski@gmail.com](mailto:treasurer.lexski@gmail.com)