

SLCT REIMBURSEMENT FORM

CHARGE TO: ADMINISTRATIVE DATE: _____

| <u>Expense Category</u> | <u>Expense Category</u> | <u>Expense Category</u> | <u>Description</u> |
|---|--|---|--------------------|
| <input type="checkbox"/> Advertising | <input type="checkbox"/> Lighting | <input type="checkbox"/> Theatre Set-up | _____ |
| <input type="checkbox"/> Children's Theatre | <input type="checkbox"/> Office Supplies | <input type="checkbox"/> Web Site | _____ |
| <input type="checkbox"/> Donations | <input type="checkbox"/> Parties | <input type="checkbox"/> Other | _____ |
| <input type="checkbox"/> Gifts & Cards | <input type="checkbox"/> Reading Committee | | _____ |
| <input type="checkbox"/> ImproVables | <input type="checkbox"/> Shop | | _____ |
| <input type="checkbox"/> Insurance | <input type="checkbox"/> Socials | | _____ |
| <input type="checkbox"/> Legal/Accounting | <input type="checkbox"/> Sound | | _____ |

Reimburse To (Print): _____ Amount: _____

Approved By: _____

Date Paid: _____ Check #: _____

SLCT REIMBURSEMENT FORM

CHARGE TO: ADMINISTRATION DATE: _____

| <u>Expense Category</u> | <u>Expense Category</u> | <u>Expense Category</u> | <u>Description</u> |
|---|--|---|--------------------|
| <input type="checkbox"/> Advertising | <input type="checkbox"/> Lighting | <input type="checkbox"/> Theatre Set-up | _____ |
| <input type="checkbox"/> Children's Theatre | <input type="checkbox"/> Office Supplies | <input type="checkbox"/> Website | _____ |
| <input type="checkbox"/> Donations | <input type="checkbox"/> Parties | <input type="checkbox"/> Other | _____ |
| <input type="checkbox"/> Gifts & Cards | <input type="checkbox"/> Reading Committee | | _____ |
| <input type="checkbox"/> ImpoVables | <input type="checkbox"/> Shop | | _____ |
| <input type="checkbox"/> Insurance | <input type="checkbox"/> Socials | | _____ |
| <input type="checkbox"/> Legal/Accounting | <input type="checkbox"/> Sound | | _____ |

Reimburse To: _____ Amount: _____

Approved By: _____

Date Paid: _____ Check #: _____