

Wilton Wahoo Swim Club

Check Request or Notification of Expenditure

(For reimbursement, place form in Jo Ann McCaffrey's or Wahoo mailbox)

Name of Purchaser
Make Check payable to:
Huke check payable to:
Address where check is to be sent
Amount \$
Explanation:
<u>Explanation.</u>
Budget item to be charged:
Squad/event
Has Item been received?
All Receipts? Invoices MUST be attached

Please check:
Personal reimbursement requested (Receipts Attached)
Billed directly by vendor (invoice attached)

ALL REQUESTS MUST BE WITHIN 60 DAYS OF PURCHASE/BILLING.