

SOROPTIMIST INTERNATIONAL OF PORT ANGELES

REQUEST FOR REIMBURSEMENT OR PAYMENT OF BILL

FOR EXPENSES INCURRED JULY 1, 2017-JUNE 30,2018

Check one of the following:

General Fund

Service Fund

Amount: _____

Date Incurred: _____

To be paid to: _____

Address: _____

Please Indicate which budget category the expense applies to.

General Fund	Service Fund
Administrative/Committee Expense	SIA & Regional Service Expenses,
Advertising	Club Giving (SIA)
Corresponding Secretary	Coast Guard Luncheon
Directors & Officers Insurance	Community Service Awards
Guest Speaker Meals	Volunteer Hospice
Installation	Human Rights and the Status of Women
Life Member/Past Pres. Events	Allocation Committee
Past President Pin	Live Your Dream Award
PO Box	Awards Luncheons
President's Expenses	STAR Luncheon (2)
Awards Committee	Scholarships for High School Seniors
Woman of Distinction	Scholarship Luncheon
ROAR	Submitted by: _____ Phone #: _____ Note: Please attach a copy of the receipt and give to Treasurer, Sally Pearson, or send to SIPA, PO Box 805, Port Angeles, WA 98362. Any expenditure not included in the budget will be subject to Board Approval and may cause a delay in reimbursement.
Roster	
Social	
Regional Dues	
Federation Dues	
Federation Insurance	
District Meeting	
Regional Meeting	
Biennial Conference	
Other: Explain	