



**TACOMA NORTH ROTARY
EXPENSE REIMBURSEMENT REQUEST**

CHECK PAYABLE TO: _____

REQUESTED BY: _____

FOR: _____

BUDGET ITEM: YES _____ **NO** _____

RECEIPT ITEM: YES _____ **NO** _____

APPROVED:

PRESIDENT: _____

TREASURER: _____

DATE: _____

CHECK #: _____

AMOUNT: _____

**Amounts under \$100 require only one signature.
Amounts \$100 and over require both signatures.
If the recipient is the President or Treasurer, a different Tacoma North
Officer must sign in their place.**