



REIMBURSEMENT REQUEST FORM

Rotary District 5810
Dallas, Texas

Requested by	
Address	
Telephone number	

Purpose of reimbursement and expense (be brief)

What you spent		
Vendor	Date	Amount
Continuing sheet		
Total reimbursement requested		

**You may attach or email a detail using Excel. Attach all receipts or images of receipts.
EMAIL TO: treasurer@rotary5810.org**

Approval By		Coding notes
Date Approved		