



Home & School Expense Reimbursement Form

Name: _____ Principal Signature _____

Description of Activity: _____

Itemized Expenses

Date	Description	Purchased from	H&S Fund	Cost

\$ _____

***Remember to attach the receipts**

Reimbursement checks will be made out to individuals requesting reimbursement only. Checks will be left in school mailboxes for staff or sent home with your child if a parent. Different arrangements should be noted on reimbursement request.