

Amy Beverland Family Association

REQUEST FOR REIMBURSEMENT

Requested by _____

Date _____ Best Phone (____)_____-_____

Email _____@_____

Total Amount Requested \$ _____

Reason for Expense _____

Funded by (check if known): ABFA Dads Club

Choose preferred method:

Zelle (preferred, typically 1-3 days)

Acct Info: _____ (phone or email)

Check mailed (typically 10-14 days)

Payable to _____ (Name)

Mailing Address _____ (Street)

_____ (City, ST, ZIP)

Submission Instructions:

- 1) Paperless (preferred): Email this completed form and receipt(s) via attachment to abfa.treasurer@yahoo.com
- 2) Hard Copy: Print and attach physical receipt and give directly to ABFA Treasurer (Zach Ebeling) or ABE Treasurer (Gina Frisk)

Questions? Please contact the ABFA/Dads Club Treasurer at abfa.treasurer@yahoo.com