

OUR LADY OF DOLOURS P&F ASSOCIATION

ABN 48 515 631 239

2 Willcocks Street
Mitchelton Qld 4053

REIMBURSEMENT FORM

This form is to be used to request reimbursement of expenses from the P&F. Please note all requests are to be discussed by the P&F and minuted before reimbursement will be issued.

Bank account details:

Name	
BSB	
Account	
Contact phone no	
Email address	
Child's name & class	
Expenses incurred for (A brief description e.g. Mother's Day)	

List of expenses:

Expense (e.g. Smith's Bakery – bread rolls)	Amount
	\$
	\$
	\$
	\$
	\$
Total	\$

Treasurer's use only:

Date processed	Cheque/EFT no	Cheque/EFT amount

Please email reimbursement form together with invoices/receipts to:
<mailto:old.pandf@gmail.com>