SOLEADO BOOSTER CLUB

Federal EIN 45-5416123

27800 Longhill Drive, Rancho Palos Verdes, California 90275 (310) 377-6854

Disbursement Request Form

To receive reimbursement, please fill out this form. Please also attach the original receipts that verify the expense, which show the items purchased, not only the total amount spent.

Requested by: _____ Date: _____

Purpose/Event: _____

List Expenditures: _____ $ _____

_____ $ _____

_____ $ _____

_____ $ _____

Total Expenses $ _____

Make Check Payable To: _____

Address: _____

_____

EMAIL: _____

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To be completed by Soleado Booster Club:

Request approved by: _____ Date: _____

Position: _____ Amount approved: $ _____

Budget Line Item: _____

Check #: _____ Date: _____

Notes: