



Ye Krewe of Sir Henry Morgan

2010-2011 Expense Reimbursement Report Form

Please check the appropriate box(es). List your purchase(s) and staple the receipt(s) to this form.

Float	<input type="checkbox"/>	Beads	<input type="checkbox"/>	Transportation	<input type="checkbox"/>	Newsletter	<input type="checkbox"/>	
Entertainment	<input type="checkbox"/>	Food	<input type="checkbox"/>	Website	<input type="checkbox"/>	Tips	<input type="checkbox"/>	
Ice	<input type="checkbox"/>	Stationary	<input type="checkbox"/>	Labor	<input type="checkbox"/>	Miscellaneous	<input type="checkbox"/>	
Postage	<input type="checkbox"/>	Music	<input type="checkbox"/>	Alcohol	<input type="checkbox"/>	Equipment	<input type="checkbox"/>	Services <input type="checkbox"/>

Charges for: (CHOOSE AN EVENT)

Children's Parade	<input type="checkbox"/>	Gasparilla Parade	<input type="checkbox"/>	Sant' Yago Knight Parade	<input type="checkbox"/>
St. Patrick's Parade	<input type="checkbox"/>	Heritage Festival Parade	<input type="checkbox"/>	Special Event	<input type="checkbox"/>
Other	<input type="checkbox"/>				

Please list a brief explanation of the expense:

Total Requested Reimbursement \$ _____

Treasurer, Make Payment to: _____ Mail to: Address _____
 City _____ State _____ Zip _____

Expenses must be approved by the executive board prior to being made.

Receipts and this form are required for Reimbursement – Please keep a copy for your personal records.

Date _____

Signature of person requesting funds _____

Ye Krewe of Sir Henry Morgan

P.O. Box 18735, Tampa, FL 33679-8735

Or Phone the Krewe Treasurer@ 813-453-2268 for more information