**Rotary International District 6510**

**2020-2021 Expense Reimbursement Form**

Send completed form and supporting documentation to:

District Governor, Lorraine K. Cavataio, 1513 Renoir Ave., Swansea, IL 62226 or email to lcavataio@sandbergphoenix.com

|  |  |
| --- | --- |
| Date | :  |
| Payee Name |  : |
| Address | :  |
|  |   |
|  |   |
|  |   |
| Amount |  |
|  |  |
| Requested by | :  |
| Address | :  |
|  |   |
|  |   |
| Phone | :  |
|  |  |
| Mail Check to (Circle) | : Payee  |
|  |  |
| Description of  | :  |
| Expense/Advance |  Expense |
|  |  |
| Charge to Program or | :  |
| Budget line item |   |
|  |  |
| Approved by Committee Chair | :  |
| Date | :  |
|  |  |
| Approved by District Governor | :  |
| Date | :  |
|  |  |

Revised: 5/2020