**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