

**Grossmont High School Educational Foundation
Expense Reimbursement Request**

Date expense incurred: _____

Fund (to take payment from)

General Operating	Murphy Scholarship	Girls Volleyball
Museum	Strong Scholarship	Boys Cross-Country
Every 15 Minutes	Senior Scholarships	Girls Tennis
Endowment	Boys Lacrosse	Red Robe Choir
Student Assistance	Girls Lacrosse	Alumni
CSIP – Charity Investment	Boys Water Polo	
Mini Grants/Pass the Cap	Girls Water Polo	
Ms. Shira	Boys Volleyball	

Expense category: (if not listed, please add below)

Homecoming Carnival	Endowment	Mini-Grants/Pass the Cap
	Graduation Porch Auction	Murphy Scholarship
	Museum	Senior Scholarships
	Apparel	AP Test Scholarships
	Hats	Star Student Movie Tickets
	Raffle	Teacher's Luncheon
Rock & Roll Dinner Dance		Freshman Forum
		Appreciation Celebration

Describe what was purchased: _____

Expense was paid to: _____

Amount: _____

Person to be reimbursed: _____

Address (if to be mailed): _____

Copy of receipt(s) attached? (no reimbursement without receipt): _____

Board approvals:

Signature & Title of Board member

Date

Signature & Title of Board member

Date

Check #: _____

Date issued: _____

Amount: _____