

## MOUNT LEBANON BAND BUILDERS CHECK AND REIMBURSEMENT REQUEST

**Email Completed Form and Student Credit Form, if applicable, to LeboBandTreasurer@gmail.com**

**ACTIVITY OR EVENT**  **DATE**   
(mm/dd/yy)

**PAYMENT INFORMATION**

Payee Name:   
 Company Name:  Phone:   
 Address:   
 City:  State:  Zip:

	Date	Description	Amount
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
	TOTAL		

Instructions for Treasurer or other comments on services or request.

**Authorized Signature**

Check Requestor  Date (mm/dd/yy)

**To be Completed by Treasurer**

Check # Issued	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 50%; height: 20px;" type="text"/> Quick Books	<input style="width: 50%; height: 20px;" type="text"/> Student
Date (mm/dd/yy)	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 50%; height: 20px;" type="text"/> Bank	<input style="width: 50%; height: 20px;" type="text"/> General
Signature	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 50%; height: 20px;" type="text"/> Student Cr	<input style="width: 50%; height: 20px;" type="text"/> Winter Guard