



SUN CITY ANTHEM COMPUTER CLUB EXPENSE REIMBURSEMENT FORM

Payable To: _____ Date: _____

Items Purchased:

Code	Description	Sales Tax	Total Cost
Total			

Approvals (2 needed):

Officers	Initials
Warren Begas	
Woody Parks	
Robert Leclerc	
Rich Blotner	
Tom Strange	

Code for purchases:

Code	Description	Code	Description
01	Office Supplies	05	Equipment Repairs & Maintenance
02	Equipment (less than \$500)	06	Food & Entertainment
03	Equipment (over \$500)	07	Awards
04	Software	08	

For Office Use Only

Check Number: _____

Date: _____