

## PACIFIC GROVE HIGH SCHOOL ASB REQUEST FOR REIMBURSEMENT

Note: **Please list only one account per form!** Expenditures must be authorized by ASB prior to purchase. All expenditures must be accompanied by the ORIGINAL ITEMIZED RECEIPT.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Account: \_\_\_\_\_ Account Name: \_\_\_\_\_

Reason for Reimbursement (i.e. Homecoming Dance, etc.):

\_\_\_\_\_

Item To Be Reimbursed	Amount

Signature of Person Claiming Expense Reimbursement \_\_\_\_\_ Total Reimbursement: \_\_\_\_\_

Advisor \_\_\_\_\_ ASB Treasurer \_\_\_\_\_

Principal \_\_\_\_\_ ASB Bookkeeper \_\_\_\_\_

Expense Accounts:

- |                          |                      |                        |                        |                       |
|--------------------------|----------------------|------------------------|------------------------|-----------------------|
| 500-ASB/Leadership       | 506-Class of 2006    | 507-Class of 2007      | 508-Class of 2008      | 509-Class of 2009     |
| 540-Tv/Radio             | 541-CA Scholarship   | 542-Interact Club      | 543-Young Filmmakers   | 544-Play Production   |
| 545-Fell. Christian Ath. | 546-Young Democrats  | 547-Amer Foreign Ex    | 548-Geo Lazenby Club   | 549-Yosemite Club     |
| 550-Every 15 Minutes     | 551-Close Up         | 552-Mock Trial         | 553-World Affairs Club | 554-Disneyland Grad   |
| 555-PG Players           | 557-Music Fundraiser | 558-French Club        | 559-Yearbook           | 560-Fell. Jewish Ath. |
| 561-Spanish Club         | 563-SLAM             | 564-Asian Culture Club | 565-Nature Club        | <b>Rev. 1/23/06</b>   |