

# Rainier Agility Team

## Check Request / Expense Reimbursement Form

- Instructions:**
1. Fill in requested information
  2. Send to Rainier Agility Team treasurer:  
Patti Cavin, 11224 144<sup>th</sup> St E, Puyallup, WA 98374 253-381-9077  
Email (scans accepted) [pjcavin@comcast.net](mailto:pjcavin@comcast.net)
  3. Receipts must be included with this form for reimbursement!

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

Make Check Payable to: \_\_\_\_\_

Submitted by: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Email: \_\_\_\_\_

**Total reimbursement amount:** \_\_\_\_\_

**Expense For:** \_\_\_\_\_  
(ie; Feb NADAC trial, Apr USDAA trial, General Club Expense, etc)

### Reimbursement Details (fill in amounts for each expense claimed)

_____ Trial Chair Expenses	_____ Trial Secretary Expenses
_____ Chair Lodging	_____ Secretary Lodging
_____ Judges Expenses - General	_____ Scoring Supplies
_____ Judges Travel	_____ Hospitality (spec. trial or gen'l)
_____ Judges Lodging	_____ Judges Gift(s)
_____ Judges Fees	_____ Judges Hospitality
_____ Check-In Gifts	_____ Facility/Site Rental
_____ Raffle	_____ Trailer Hauling
_____ Awards/Ribbons	_____ Equipment
_____ Other (explanation) _____	
_____ Other (explanation) _____	
_____ Other (explanation) _____	

Submitted by: \_\_\_\_\_

Trial Chair Initials: \_\_\_\_\_  
(trial related expenses)

Treasurers use: Date paid: \_\_\_\_\_ Check #: \_\_\_\_\_