

School District No. 52 (Prince Rupert)

Expense Reimbursement Form

DATE: _____

VENDOR CODE: _____

PAYABLE TO _____

CHEQUE AMOUNT: _____

AMOUNT OF GST: _____

AMOUNT OF PST: _____

BUDGET CODE: _____ **AMOUNT:** _____

BUDGET CODE: _____ **AMOUNT:** _____

BUDGET CODE: _____ **AMOUNT:** _____

BUDGET CODE: _____ **AMOUNT:** _____

BUDGET CODE: _____ **AMOUNT:** _____

DESCRIPTION: _____

REQUESTED BY: _____ **DATE:** _____

APPROVED BY: _____ **DATE:** _____