

Pack 372

Scout Account Reimbursement Request

Please use this form to request reimbursement of fees you incurred for scout events. The following terms apply:

- ❖ Reimbursement is only given as listed in the Scout Account policy.
- ❖ If the Scout does not have enough funds in their Scout Account to cover the reimbursement, the maximum amount reimbursed will be the balance of the account
- ❖ Please provide your contact e-mail address, phone # and mailing address so our Treasurer can get in touch with you.
- ❖ Reimbursement will be by Pack check and will be given to your Den Leader at the monthly leader meeting, or mailed to you on request.
- ❖ This form should be turned in to your Den Leader or the Pack Treasurer (NOT the Cubmaster or Committee Chair please!)
- ❖ Receipts must be attached.

Scout's Name:	
Event Name & Date:	
Amount Requested:	
Adult's Name: <i>(Note: this is to whom the check will made out)</i>	
E-mail address:	
Phone Number:	
Do you want the check mailed to you? <i>(Note: if yes, include mailing address)</i>	
Adult's Signature:	

Below for Pack Treasurer use only:

Date received:	
Date approved:	
Approved by:	
Check number:	