

Reimbursement from Funds Form

Handled by District #61 Accounts: Reynolds Secondary

To Access a Music Student FUNDRAISING ACCOUNT

Student fundraising accounts can be reimbursed by a district cheque
for music-related expenses already paid.

- IMPORTANT: receipts for reimbursement must be attached to this form.
- The list of expenses that can be submitted for reimbursement is extensive (see the website and the student handbook).
- Approval of reimburse expenses is at the discretion of the music educators.
- Completed forms must be dropped in the lock box in the band room.

Student Name: _____ Grade: ____

Student Number: _____

Parent Name: _____

E-mail: _____

Requested Reimbursement Amount: \$ _____

Make the cheque payable to (name): _____

For accounting use:

Educator's approval: _____

Date submitted to accounts clerk: _____