



Boy Scouts of America - Troop 226  
 St. Peter's Catholic Church  
 2061 Patton Chapel Road  
 Birmingham, Alabama 35216

### Expense Reimbursement Form

This form is to be completed for reimbursement of any personal charges for troop related expenses. To ensure that an expense is reimbursable, consult the Scoutmaster, Committee Chair, or Troop Treasurer prior to incurring the expense. After the expense has been incurred, complete this form and attach receipts. Receipts should be taped or copied to a 8 ½ X 11 sheet of paper and stapled to this form.

Payee Name	
Scout Name	
Phone Number	
Today's Date	

Date	Expense Description and Purpose	Purchased Amount
	Subtotal	
	Less amount advanced	
	Amount requested for reimbursement	

Approval:

	or	
Scoutmaster		Committee Chair

Disbursement:

	Check Number	
Treasurer	Amount	
	Date Paid	