



Merredin College P&C Association Inc

Reimbursement Request Form

Name		Date	
Email address			
Phone number			
Bank account name you would like funds transferred into			
BSB		Account Number	
Reason for reimbursement (E.g. name of event)			

Expense Details	
Item(s) Description	Price (incl. GST)
TOTAL EXPENSE (INCL. GST)	

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| When Emailing Reimbursement Request Form: |
| <ul style="list-style-type: none"> Email this completed form to merredincollegepc@gmail.com Attach a photo or scanned copy of your receipts. Reimbursement claims cannot be processed without accompanying receipts. You will be notified via email once your reimbursement has been processed |