



Chinese Bible Study Expense Reimbursement Voucher

Make check payable to: (Please print neatly)

NAME _____ NETID _____
 ADDRESS _____ TEL: (_____) _____

EXPENSE REIMBURSEMENT

Reason for expense: Description of expense	Date of expense	Amount to be reimbursed
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Total amount to be reimbursed: \$ _____

Signature _____ Date _____

Please staple a **copy of this form** to a **receipt** for the items that you purchased, and provide them to the CBS Treasurer who will reimburse you as soon as possible.