

**Where to submit this form and receipts\*:**

<b>Mail:</b> Catherine Franczyk 1052 Mattande Lane Naperville, IL 60540	<b>Scan/Email:</b> cathfran51@gmail.com
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\*Receipts are not required for mileage, but are required for all other expenses.

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Membership (Local League Name): \_\_\_\_\_

Item	Date(s)	Description & Purpose <small>(For example, "Envelopes to mail dues reminders" or "Name badges for annual meeting")</small>	Amount
<b>Mileage @ 0.50/mi.</b>  <small>(receipt not required)</small>		<small>(From/to and # miles driven)</small>	
<b>Supplies</b>			
<b>Postage</b>			
<b>Lodging</b>			
<b>Meals</b>			
<b>Other</b>			

**Submitted by (signature required):** \_\_\_\_\_

**Reimbursement Approved by:**  
  
 \_\_\_\_\_  
 Board President

<b>Subtotal:</b>	
<b>Voluntary In-Kind Contribution (Subtract):</b>	-
<b>THANK YOU!</b>	
<b>Total to be Reimbursed:</b>	