



The Orange Blossom 4-H

Oakdale / Knights Ferry, California

Request for Reimbursement

Additional forms available at www.OrangeBlossom4h.org

Send Requests to: Postmarked by 3rd Wednesday of the Month.

Attn: Kenny J. Peterson
2197 Chase Drive
Rancho Cordova, CA 95670
(209) 968-5370

Date:	
Project:	

Purchase Date:	Description	Receipt Number	Account Number	Amount
00/00/00	Must be a tangible item, property of the Orange Blossom 4-H.		0000	\$0.00
<u>Make Check Payable, Send Payment to:</u>			<u>Total:</u>	

Club Leader Approval:		Date:
and/ Co-Leader Approval:		Date:
and/ Project Leader Approval:		Date:

Payments and reimbursements will be paid out of budgeted account with available funds. For special purchases without defined account number Community Club approval will be required prior to payment and may result in delayed payment or non-payment. Questions call the Community Club Leader. Payments and reimbursements for project items must have registered project leader's signature for approval. All items purchased must be tangible items and are property of the Orange Blossom 4-H and Stanislaus County 4-H Community Council. Payments and reimbursements can not apply toward: entry fees, disposable items or sponsorships; with exception for approved Club Correspondence, Member's Awards, College Scholarships and/or 4-H Conferences, Camps and Community Club Special Events (i.e. Rodeo Parade, Community Services). Receipt(s) must be attached to this form upon submission for payment / reimbursement.

Treasurer's Signature: Upon Payment		Date:
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