



Current Treasurer: Thomas Anzelone

Email: Thomas.Anselone@rsandh.com

Please complete this form in its entirety and email with all supporting documentation (receipts) to the current Younger Member Forum Treasurer in a single PDF. Without this information you cannot be reimbursed. *Fund Code, Budget, and Balance can be obtained from Treasurer.*

Request Information

Date of Request: \_\_\_\_\_

Committee: \_\_\_\_\_

Name of Person Requesting Funds: \_\_\_\_\_

Fund Code(Treasurer) : \_\_\_\_\_

Budget for this Code: \_\_\_\_\_

Balance on this Code: \_\_\_\_\_

Description of Fund Use: \_\_\_\_\_

How do you want to be reimbursed?

PayPal (add PayPal name): \_\_\_\_\_

or

Check Information

Pay to the Order of: \_\_\_\_\_

Amount: \_\_\_\_\_

Mail Check to (Name): \_\_\_\_\_

Mail Check to (Address): \_\_\_\_\_

Authorization

I certify that the terms, restrictions, and qualifications set forth in this form's administration policy are met and that the payments are in compliance with all conditions imposed by the funding source.

Signature of Person Requesting Funds

Approver Signature

Approver Name and Title<sup>1</sup>: \_\_\_\_\_

Telephone Number of Approver: \_\_\_\_\_

<sup>1</sup> Persons authorized to approve fund disbursements: President, President Elect, Vice Presidents, Treasurer, Secretary, Committee Chairman. Individual signing as the approver must **not** be the individual receiving reimbursement.