



Pine-Richland Rams

P.O. Box 287 Gibsonsia, PA 15044

## 2024 Expense Reimbursement Form

**IMPORTANT:** Please attach the appropriate paperwork; photo of receipt or scanned image with this form, (paperclipped, not stapled so that they may be scanned easily). Reimbursements cannot be processed without this documentation. Reimbursement requests must be submitted within 30 days of the activity or event.

Please submit this form with receipts to the Treasurer via e-mail at: [jodiempmarsilio@hotmail.com](mailto:jodiempmarsilio@hotmail.com)

or mail to: Pine-Richland Touchdown Club

PO Box 287

Gibsonsia, PA 15044

Team: ☐ Varsity ☐ JV A ☐ JV B ☐ Middle School

Amount:\$\_\_\_\_\_Event:\_\_\_\_\_Date\_\_\_\_\_

Submitted By:\_\_\_\_\_Phone #\_\_\_\_\_

Address:\_\_\_\_\_e-mail\_\_\_\_\_

### Administration

- ☐ Expenses \_\_\_\_\_
- ☐ Booster Meeting \_\_\_\_\_
- ☐ Other \_\_\_\_\_
- ☐ Program Book Expenses \_\_\_\_\_

### Food

- ☐ Peanut Butter & Jelly \_\_\_\_\_
- ☐ Bus Snacks \_\_\_\_\_
- ☐ 2-a-Day meals \_\_\_\_\_
- ☐ Pre Game Meal (Varsity) \_\_\_\_\_
- ☐ Halftime Meal (Varsity) \_\_\_\_\_
- ☐ Post Game Meal (Varsity) \_\_\_\_\_
- ☐ JV A Game Meals \_\_\_\_\_
- ☐ JV B Game Meals \_\_\_\_\_
- ☐ Middle School Meals \_\_\_\_\_
- ☐ Film Study Meal \_\_\_\_\_
- ☐ Saturday Breakfast \_\_\_\_\_
- ☐ 7 on 7 Meals \_\_\_\_\_
- ☐ Other \_\_\_\_\_

### Fundraising Expenses

- ☐ 50/50 Tickets \_\_\_\_\_
- ☐ Power Meet Expenses \_\_\_\_\_
- ☐ Concessions (Game) \_\_\_\_\_
- ☐ Youth Camp Expenses \_\_\_\_\_
- ☐ Golf Outing Expenses \_\_\_\_\_
- ☐ Other \_\_\_\_\_

### Celebrations

- ☐ Alumni Night \_\_\_\_\_
- ☐ Banquet Expenses \_\_\_\_\_
- ☐ VIP Fan Fest \_\_\_\_\_
- ☐ Senior Night \_\_\_\_\_
- ☐ Team Outing \_\_\_\_\_
- ☐ Other \_\_\_\_\_

### Game Day Expenses

- ☐ Equipment \_\_\_\_\_
- ☐ Other \_\_\_\_\_

*\*Please use a separate Piece of Paper for additional detail if not enough space provided*

**Did you make sure the vendor knew we are a charitable organization not subject to State sales Tax?**

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