

Parents' Club of Stanford University
Reimbursement Form 2023-2024

Please mark invoices "paid." This is required for reimbursement.:

Your Name: _____

Mailing Address: _____

Phone: _____

Email: _____

Category*	Description of Items Purchased	Date of Receipt	Amount
	Vendor/Store		

TOTAL AMOUNT FOR REIMBURSEMENT \$

*Categories are: Board Administration, Board Meetings, Jam, Merchandise, New Student Orientation, Welcome Reception, Holiday Luncheon, Family Weekend, Admit Weekend, June Luncheon, Social Events, Student Support, Web Services, Insurance, Tax Preparation, and Other Expenses.

We are using an all-digital reimbursement process. Please scan in your receipts and/or invoices marked 'Paid' and email them with this completed form to Karen Dunn at kelgeedunn@gmail.com.

This email address can also be used for any questions. Thanks!

Form Updated 6/21/23