

Troop 188 Reimbursement / Deposit Form

NAME: _____

DATE: _____

PURPOSE: _____

Reimbursement Categories

- Awards
- Camping Equipment
- Camping Supplies
- Campout *
- Court of Honor
- Eagle Project *
- Fundraiser *
- High Adventure *
- Library
- Meeting Supplies
- Merit Badge *
- Miscellaneous
- Other Equipment
- Report to State
- Registration (BSA)
- Service Projects
- Summer Camp *
- Paper Supplies
- Uniform

Reimbursement	#	Date	Payee	Category (use list)	Sub-Category *	Details	Amount
	e.g.	05/01/08	Example State Park	Campout *	May - rafting	camp site fees (example)	\$ 9.99
	1						
	2						
	3						
	4						
	5						
	6						
7							
Subtotal							\$ -
Advances							\$ -
Total Reimbursement							\$ -

APPROVED: _____

DATE: _____

CHECK #: _____ DATE: _____

Committee Chair

APPROVED: _____

DATE: _____

Roll over into Scout account: _____

Treasurer

Deposit	#	Date	Payer	Check #	Category (use list)	Sub-Category *	Purpose / Beneficiary	Amount
	e.g.	05/01/08	Mrs. Judith Smith	1234	Dues		Johnnies Scout Account	\$ 9.99
	1							
	2							
	3							
	4							
	5							
	6							
7								
Subtotal								\$ -
Total Deposit								\$ -

Deposit Categories

- Donations
- Dues
- Fundraiser *
- High Adventure *
- Camping *
- Merit Badge *
- Miscellaneous
- Summer Camp
- Field Trip

NOTES:

RECEIVED: _____

DATE: _____

Treasurer

Reimbursement Instructions:

- 1) Date - Date of purchase.
- 2) Payee - Store or provider, e.g. Home Depot, Capitol Area Council
- 3) Category - MUST choose from list on right.
- 4) Sub-Category - REQUIRED if Category has a * next to it.
Specify specific event or program. e.g. Philmont '09, Oct. - Backpacking
- 5) Details - Description of what was purchased

Deposit Instructions:

- 1) Date - Date of Deposit
- 2) Payer - Name of person
- 3) Enter Check# or print cash
- 4) Categories - MUST chose
- 5) Categories with "*" require a sub-category, e.g. High Adventure: Philmont,
- 6) Purpose / Beneficiary