

CROC Expense sheet

Be as detailed as possible

Event _____
Newsletter mailing, Mt. Tabor, etc.

Event Date _____

Expenses

Maps _____

Meet equipment _____

Map bags, porta-potty rental, etc.

Refreshments _____

Including paper cups, ice, etc.

Permits/usage fees _____

Postage _____

for _____

Printing/Copying _____

for _____

Other _____

for _____

Other _____

for _____

Other _____

for _____

Total

Check one

Please send receipt for tax purposes _____

Please Reimburse _____

To: Name _____

Address _____

City/State/Zip _____

Phone _____

I certify that these expenses were for the benefit of the Columbia River Orienteering Club.

Signature

Phone

Number
Attach Receipts here