

MIDDLESEX PARENT ASSOCIATION

2024/2025

EXPENSE REIMBURSEMENT REQUEST

Please complete the form below, attach invoices or receipts (*we cannot reimburse expenses without receipts*), and email Sara Goertel, Treasurer, at Middlesexptotreasury@gmail.com. Digital images/scans accepted.

Date:

Person Requesting Reimbursement:

Address:

Email:

Zelle Info (if preferred to check):

MPA Committee to Charge:

Name of event:

Date of event:

Make check payable to:

Amount of check: \$

Questions? Please contact Sara at Middlesexptotreasury@gmail.com or 203-952-8665.

Treasurer Approval

Date

Check #