



Fiscal Year Expense Reimbursement Request

Activity	Amount	Activity	Amount
		Donations to other ERC groups	
Mail Services			
Telephone		Web Site Development	
Postage - CMP Activity		Web Site Maintenance	
Postage - Membership Activity		Internet Services / Service Provider Fees	
Postage - Micellaneous			
Printing/Handouts		Member Reimbursement	
Office Supplies/Materials			
A/V Equipment		Recognition	
Professional Services Bank - Checking		Awards	
Professional Services Bank - Miscellaneous			
Professional Services Bank - Savings		Charities (Specify Below)	
Professional Services - Tax Preparation			
Professional Services - Audit Services		Flowers	
		Other (1)	
		Other (2)	
Board Meeting Meals			
Other Board Meeting Expenses			
		<b>Total</b>	\$ -
Board of Director Manuals		Check #:	
Board Member Badges		Date Paid:	
B of D Supplies (Specify Office Below)			
Certification Learning System		<b>ATTACH ALL RECEIPTS TO THIS FORM!</b>	
Certification Manual Materials			
Diversity Equipment & Materials		Name:	
Awards - Diversity Program		Date:	
		Approved	
Programs - Luncheon Meals			
Speaker Expenses		Approved	
Speaker Fees			