

Boy Scout Troop 349
Falls Church, Virginia

For:
Treasurer's use

Date: _____

To: Treasurer, Boy Scout Troop 349

From: _____

Subject: REQUEST FOR REIMBURSEMENT FROM TROOP FUNDS

Please consider this request for reimbursement for an expense incurred related to scouting. The receipt is attached.

Event: _____

Date(s): _____

Campout food: _____ for _____ people.
Note: The food budget for a weekend camp out is typically \$25 per person

Mileage: _____
Note: Mileage is determined using MapQuest and reimbursed at the rate of \$0.35 per mile

Other: _____

*** Attach receipt ***