



Boulder Valley Unitarian Universalist Fellowship

Bringing Love and Reason to Life, Building a Just and Compassionate World

Reimbursement Form

Please attach original receipts and put in the Office Manager's mailbox in the Work Room or mail to: BVUUF, Attn: Office Manager, 1241 Ceres Drive, Lafayette, CO 80026.

If possible, present a state sales tax exemption form to the retailer and do not pay sales tax.

Date Submitted: _____

Submitted by (please print): _____

Authorized by: (print name, then sign): _____

Expense Date	Expense Amount	Receipt From	Purpose	Account to be charged
Total Amount		Pay to:		

Notes: _____

Revised April 2014