

Greek Letter Organizations Reimbursement Request Form

PLEASE ENSURE ALL ITEMIZED RECEIPTS ARE ATTACHED.
REIMBURSEMENTS WILL NOT BE ISSUED WITHOUT RECEIPTS – HANDWRITTEN RECEIPTS ARE NOT ACCEPTABLE

Purchase Date :	
Sponsoring Organization or Council :	
Individual Student Responsible :	
Event: Name :	
Date of Event: :	
Location of Event :	
Purpose of Event :	
Check Payable To : (Organization or Council Name)	
Signature : (Sponsoring Council Treasurer)	
Signature : GLC Treasurer	
Signature : ORL Representative	

Vendor	Amount
Total:	\$

IFC <input type="checkbox"/>	Co-Ed Council <input type="checkbox"/>	CHECKS ARE TO BE MADE TO AN ORGANIZATION OR COUNCIL ONLY, INDIVIDUAL STUDENTS WILL NOT BE REIMBURSED.
Panhellenic Council <input type="checkbox"/>	GLC <input type="checkbox"/>	
NALFO <input type="checkbox"/>	NPHC <input type="checkbox"/>	CHECKS WILL BE DELIVERED TO THE GLC TREASURER IN SEVEN TO TEN BUSINESS DAYS.