

St. Andrew's Episcopal School Parent's Club

Expense Reimbursement Request Form

Person Requesting? (please print): _____

Dollar Amount Requested for Reimbursement: _____

Description of Expense: _____

Where should we send your reimbursement check? (check one):

- To the front office of St. Andrew's Episcopal (I'll pick it up there)
- To the following address (please print below):

Please attach appropriate receipts with total expense circled. Submit this form and pictures of receipts to SAESparentsclub@standrewsepiscopalschool.org, or drop them off at the front desk of the office on campus.

Thank you for your support of St. Andrew's Episcopal School!