



New Trier Fine Arts Association Reimbursement Request Form

Please scan/photograph and attach all receipts, purchase orders, invoices, or vouchers. Remember that we **do not** reimburse for Sales Tax. Use your Sales Tax Exempt tax letter.

Make check payable to:

Name:

Address:

Phone:

Amount for reimbursement:

Committee:

Description of expense:

PLEASE EMAIL COMPLETED FORM and RECEIPTS to

NTFAAtreasurer@gmail.com

Questions? Contact Nancy Kulick, NTFAA Treasurer

1706 Elmwood Avenue, Wilmette, IL 60091, (847) 644-9162

To be filled in by Treasurer:

Check # _____

Date: _____