孟 華 中 文 學 校
Monmouth Chinese School

P.O. Box 430, Marlboro NJ 07746-0430 * 1-732-993-3MCS

Today's Date: _____

EXPENSE CLAIM FORM

Name: _____ Class: _____

Please Print

#	Description	Curriculum	Culture	Other	Total

Total Claimed $_____

_____ _____/_____

Claimant's Signature Approved By Signature Print Name

2nd Signature required if over $100 _____/_____

Approved By Signature Print Name

3nd Signature required if over $500 _____/_____

Approved By Signature Print Name

***** Please attached all receipts.***

*****All requests must be approved and signed***

Office Use only

Check #	
Date	