



East Bay Escrow Association  
 c/o Green Escrow Services, Inc,  
 PO Box 579  
 Concord, CA 94522-0579  
 Jennifer@greenescrow.biz

**EXPENSE REIMBURSEMENT**

Date: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

REIMBURSE TO: \_\_\_\_\_

Address: \_\_\_\_\_

**EXPENSE FOR:**

- \_\_\_\_\_ AEA/CEA Raffle
- \_\_\_\_\_ AEA/CEA Director Expense
- \_\_\_\_\_ Dinner Meetings (EBEA)
- \_\_\_\_\_ EBEA Charitable Contributions
- \_\_\_\_\_ September Fundraiser
- \_\_\_\_\_ Marketing Items
- \_\_\_\_\_ PD Expense & Education
- \_\_\_\_\_ EBEA Board Expenses
- \_\_\_\_\_ Miscellaneous
- \_\_\_\_\_ Historian
- \_\_\_\_\_ Speakers
- \_\_\_\_\_ Membership
- \_\_\_\_\_ Technology
- \_\_\_\_\_ Scholarships
- \_\_\_\_\_ CEA Charity

**RECEIPTS AND/OR BILLS MUST BE ATTACHED FOR REIMBURSEMENT**

Signature of Requestor: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Paid Per: \_\_\_\_\_ Board Approval \_\_\_\_\_ Standing Rules \_\_\_\_\_ Budget Item

Date Paid: \_\_\_\_\_ Check # \_\_\_\_\_

By: \_\_\_\_\_, Jennifer Disch, EBEA 2010 Treasurer

Additional Authorization (if applicable): \_\_\_\_\_

Signature

\_\_\_\_\_  
 Board Position