

Marco Antonio Firebaugh High School

Associated Student Body

5246 Martin Luther King Jr. Blvd.

Lynwood, California 90262

Phone (310) 886-5200 # Fax (310) 637-8041

REIMBURSEMENT/CHECK REQUEST

*Submit this form AFTER you received pre-approval to purchase good or service. Attach receipt or invoice to this form.

Club/Organization: _____ **Date:** _____

Advisor: _____ **Club/Organization President:** _____

Purpose for Payment? _____

REFERENCE PO # FROM PURCHASE ORDER REQUEST HERE -> -> _____

Pay to: _____

Address: _____

Contact Name: _____ **Phone/Fax:** _____

Advisor Signature: _____

Club Officer Signature: _____