

## Scout Account Reimbursement Request

Scout account balances may be used to pay for camping fees or to purchase scout related items with scoutmaster approval. The scoutmaster must approve items before they are purchased. To get reimbursement, fill in the following form, attach receipts, have it signed by the scoutmaster and delivered to the troop treasurer. To use for camping fees, fill in scout name, list "Camping trip" and the date for Items Purchased and the amount to be used for the camping fee. Then attach the reimbursement voucher to the camping permission slip. Scoutmaster signature is not required for camping fees.

If a scout transfers to another troop, the balance can be sent to the treasurer of the new troop. If a scout leaves the troop, they have 30 day in which to make a reimbursement request. After that the funds revert to the troop.

Scout Name: \_\_\_\_\_  
Items purchased: \_\_\_\_\_  
Reimbursement amount: \_\_\_\_\_  
Scoutmaster signature: \_\_\_\_\_