

Parents' Club of Stanford University  
Reimbursement Form 2022-2023

**Please mark invoices "paid." This is required for reimbursement.:**

Your Name:

Mailing Address:

Phone:

Email:

<b>Category*</b>	<b>Description of Items Purchased</b>	<b>Date of Receipt</b>	<b>Amount</b>
	<b>Vendor/Store</b>		

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**TOTAL AMOUNT FOR REIMBURSEMENT \$**

\*Categories are: Board Administration, Jam, Mother's Day Cards, Merchandise Items, Summer Mailing, Welcome Reception, Holiday Luncheon, Spring Social, June Luncheon, New Student Orientation, Family Weekend, Extravaganza, Admit Weekend, Web Services, Insurance, Tax Preparation.

We are using an all-digital reimbursement process. Please scan in your receipts and/or invoices marked Paid' and email them with this completed form to Karen Dunn at [kelgeedunn@gmail.com](mailto:kelgeedunn@gmail.com).

This email address can also be used for any questions. Thanks!

Form Updated 1/13/23