



Glendale Teachers Association
3233 N. Verdugo Road, Glendale, CA 91208
(818) 240-3924 Fax: (818) 249-0555
www.glendaleteachers.org



REQUEST FOR REIMBURSEMENT 2015-2016

- **Must be turned in within 30 days of expenditure**
- **Please include original itemized receipt**

Date: _____

Name: _____

School Site: _____

Amount: \$ _____

Description of Expense in Detail:

For office use only (do not write below this line):