Helping Others Together

6402	Gift Basket Food
6403	Toys and Games
6404	Hygeine - Stocking
6405	Gift Wrap
6406	Stockings - Misc
6407	Gift Cards
6408	Pajamas
6409	Stockings - Food
6410	Gift Basket - Misc
6412	Delivery
6413	Daily Wear
6414	Holiday Attire
6415	Shoes, Socks, Underwear

Volunteer Name: _Your Name_____

Date: _Today's Date_____

Date	GL#	Purchased From	Purpose	Amount	Program
Date of Purch	See Above	Store Name	GL Description Above that Matches GL#	Receipt Total	SPF
EXAMPLE OF ENTRY:					
10/5/2022	6413	Target	Daily Wear	$213.52	SPF
10/4/2022	6413	Walmart	Daily Wear	$53.16	SPF
	ALL RECEIPTS MUST BE ATTACHED				
			Total:	**$266.68**	
			Other	**$0.00**	
			Reimbursement Requested:	**$266.68**	
					Volunteer Signature:
					Approvals:

Reimbursement Method:		Email/Mobile Phone	Address for Check reimbursement only:	Date Processed
Paypal			**NA**	
Zelle	X	206-465-3372	**NA**	
Check		**NA**		