



TEAM SPONSOR EXCESS REIMBURSEMENT REQUEST

Jurupa Girls Softball policy states that NO reimbursement will be issued without a receipt and explanation of expenditures. Teams may use their Team Sponsor Funds in a manner that benefits the team as a whole (i.e., team party, spirit wear, batting cages, team bonding outing).

The Manager, Coach or Team Mom requesting the reimbursement must fill out the form below.

Send to: Jurupa Girls Softball,

Attention: Treasurer

Division: _____ **Team Name:** _____

Reason for Reimbursement (what you spent the money on): _____

Make sure you attach your receipts!!! Checks will NOT be issued without valid receipts!

NO EXCEPTIONS!!!

Check Information:

Payable To: _____

Address for Mailing: _____

Contact Number: _____

Email: _____

I am requesting a reimbursement of Excess Sponsor Funds for the team listed above in accordance with Jurupa Girls Softball's reimbursement policy.

Signature: _____

Date: _____