

LARKSPUR-CORTE MADERA SCHOOL DISTRICT
 230 Doherty Drive, Larkspur, Ca 94939
 Attention: Nichole Urrea 415-927-6960 x 3207

EXPENSE CLAIM		
Vendor Number	Name	Date Submitted

RECEIPT Number	DATE	DESCRIPTION	AMOUNT
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Total Reimbursement Requested \$	-
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Description	Account Code	Total

Total Reimbursement Requested \$	-
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Employees Signature: _____
Date

Principal or Supervisor: _____
Date

Business Manager: _____
Date

Superintendent: _____
Date