

## Reimbursement of Expenses From LCC Funds

Name: \_\_\_\_\_

LCC/School Association : \_\_\_\_\_

Reason for expenses incurred (If insufficient space please list the expenses on page 2)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Amount \$ \_\_\_\_\_

You must attach original tax invoices plus payment receipts for SU Tas to reimburse you. Eftpos and credit card payment slips by themselves are insufficient.

**Details for payment** (we will only pay into bank)

Payable to (if not claimant): \_\_\_\_\_

BSB: \_\_\_\_\_

Account No: \_\_\_\_\_

**Undertaking:** This claim for expenses has been approved by LCC or its authorised representative.

Signed (Claimant): \_\_\_\_\_ Date: \_\_\_\_\_

### Authorisation

Name of authoriser: \_\_\_\_\_ Signed: \_\_\_\_\_

Position: \_\_\_\_\_ Date: \_\_\_\_\_

