EXPENSE REIMBURSEMENT FORM

SUBMIT TO: **OR**

treasurer@boatingisfun.org   **Bellingham Sail & Power Squadron**

P.O. Box 30363

Bellingham, WA 98228

EVENT OR ACCOUNT	ITEMS PURCHASED/STORE	AMOUNT
	TOTAL REIMBURSEMENT DUE	

DATE:	
SUBMITTED BY:	
ADDRESS TO SEND CHECK:	
TELEPHONE:	
EMAIL:	
PLEASE ATTACH ALL RECIEPTS	
QUESTIONS?	**Email: treasurer@boatingisfun.org**

Date Paid:	
Check #	
Account #	

You can total the sum of your **Amount** column to find the **Total Reimbursement Due**: click in the $ cell, go to the Layout Tab. Click on the *fx Formula* icon. In the formula cell, key or paste the following formula: =SUM(ABOVE). Click Okay. This will add the numbers in the column above.