



OLPH Women's Club Expense Reimbursement Form 2024-2025

To receive reimbursement for expenses incurred for an OLPH Women's Club event, please email your ORIGINAL receipts, and this completed form to:

Ann Demand

OLPH Women's Club 1775 Grove Street, Glenview, IL 60025

Email: OLPHWCTreasurer@gmail.com

Please keep copies of the receipts and this form for your records. A reimbursement will be transferred to your bank account within 2 weeks.

Contact Ann Demand, OLPH Women's Club Treasurer, with any questions at OLPHWCTreasurer@gmail.com or 847-757-7447. Thank you.

DATE:	GUILD #:
NAME:	
PHONE:	EMAIL:
ADDRESS:	
EVENT:	EVENT DATE:
DESCRIPTION OF EXPENDITURES:	AMOUNT:
TOTAL AMOUNT REQUESTED TO BE REIMBURESED:	