



New York State Conservation District
 Employees' Association, Inc.
Request for Reimbursement

ALL REQUESTS MUST BE SUBMITTED BEFORE 12/31 OF THE YEAR INCURRED

Payable to:
 Address:
 Date:
 Signature: _____

Send completed form to Member at Large:
 Doug Kierst, Cayuga County SWCD
 7413 County House Road, Auburn, NY 13021

For each budget category below write a brief description of the charges/fees and the amount. ATTACH RECEIPTS

Training Session: <input type="checkbox"/> WQS <input type="checkbox"/> CSW <input type="checkbox"/> Admin & Mgr. Conf. <input type="checkbox"/> Leadership Conf.		\$
Division Meeting/Training		\$
Envirothon Event *Email request to Blanche Hurlbutt first: blanche_13335@yahoo.com		\$
Envirothon Scholarship	Year(s)/Recipient:	\$
Executive Board		\$
Frank Bratt Scholarship** Send request first to: Judy Bennett, Orleans County SWCD	Recipient: Class:	\$
Promotion		\$
NACD		\$
NACD-NE		\$
NYS Fair/Farm Days		\$
Ronny Raindrop®		\$
Sunshine		\$
Office Expense		\$
Other		\$
TOTAL EXPENSES		\$

MEMBER AT LARGE
Signature: _____
Dollar Amount: _____
Date Approved: _____

TREASURER
Signature: _____
Check Number: _____
Account: _____

*Envirothon Chair: _____

**Frank Bratt Representative: _____