

WUSPBA purchase / reimbursement form

date: _____

name: _____

committee / title: _____

email address / phone: _____

payee (if other than above): _____

mailing address: _____

description / notes: _____

expense	WUSPBA Rep	Executive Committee	Music Board	Other Committee	AGM	
equipment rental						
hardware / electronics						
invitational support						
lodging						
meeting						
office supplies						
postage & shipping						
per diem						
printing & copying						
travel						
trophies						
workshop / clinic						
communications						
total(s)						

authorized signature _____

☞ Include receipts. Mail or scan & send via email to:
 WUSPBA Treasurer, David Mackenzie (treas@wuspba.org), PO Box 2344, Costa Mesa, CA 92628