

**University of Puget Sound
Theatre Arts Department
Jones 101, CMB#1084, x3330**

Expense Reimbursement for

Production _____
Other _____

Payable to _____

UPS ID# _____
Contact info _____

Forward to Student Accounts
US Mail or CMB# _____

Approval _____ Date _____

Reimbursements of less than \$50 are only issued in cash through Student Accounts
Tape original receipt(s) on this page, back or attached.
Receipts must be individually visible for copying.
Note: Production receipts must be turned in no later than Monday after the strike of a show.

ITEM DESCRIPTION	AMOUNT
TOTAL	