

Parents' Club of Stanford  
University Reimbursement  
Form 2019-2020

**Please mark invoices "paid." This is required for reimbursement.**

Your Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Category*	Description of Items Purchased	Vendor/Store	Date of Receipt	Amount
TOTAL AMOUNT FOR REIMBURSEMENT \$				

\*Categories are: Board Administration, Jam, Mother's Day Cards, Merchandise Items, Summer Mailing, Fall Tea, Holiday Luncheon, Spring Dinner, June Luncheon, New Student Orientation, Parents' Weekend, Extravaganza, Admit Weekend, On-campus Deliveries, On-campus Delivery Supplies, Web Services, Insurance, Tax Preparation.

We are moving to an all-digital process. Therefore, please email completed form with receipts and invoices marked 'Paid' attached to [spctreasurer1@gmail.com](mailto:spctreasurer1@gmail.com)

This email address can also be used for any questions. Thanks!