

This is a fillable document - you should save it on your computer, then fill in the required fields and save again. Then you can attach it to your email to Tony Dishner, along with a copy of your receipts.

**AUSTIN RETIRED TEACHERS ASSOCIATION**  
**Request for Reimbursement**

\_\_\_\_\_ Committee \_\_\_\_\_  
Member Making Request

Attach receipt if purchase is for ARTA items only. If included in the receipt containing other personal items, make a copy of your receipt and highlight items for reimbursement.

ITEM	AMOUNT
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
5. _____	\$ _____

Request Sales Tax Exemption                      TOTAL    \$ \_\_\_\_\_

Date \_\_\_\_\_

Mail Check to : \_\_\_\_\_

Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
ZIP

Paid by Treasurer on:

Check #

Amount: \$

Budget Balance Remaining: