**TROOP 10 CAMPOUT ALLOWANCE AND REQUISITION FORM**

Patrol Name: ­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Scout in charge of shopping: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Campout Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Campout Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



Highlight the meal and insert the number of individuals included in the allowance to determine total allowance.

**Receipt Listing:**



Note – Actual costs are reimbursed up to the total allowance amount. Any overage is considered a donation to the troop.

For reimbursement, receipts are to be mailed within two weeks of the campout or we will consider your expenses a donation to the Troop. Thank you for your cooperation.

Your receipts, attached to this requisition form, should be scanned & emailed to Chris Kitzman at chrisk1310@outlook.com. In the event you cannot email them, send them via USPS.

Christopher C. Kitzman

1310 Oak Ridge Rd

Barrington, IL. 60010

Payment: (Check one)

\_\_\_\_\_ - Credit to Scout Account

\_\_\_\_\_ - Distribute at Scout Meeting

\_\_\_\_\_ - Mail to address provided:

Make Check Payable to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

City, Zip Code\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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