

6th Kowloon Scout Group
Diocesan Boys' School
Reimbursement of Expenses

PART A - Requester Information				
Scout Card No	KLN 06 / /		Scouter Use Only	
Name			<input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED <u>Approved Amount:</u> HKD \$ _____	
Patrol				
Rank				
Purpose / Event				
PART B - Reimbursement Item List ¹				
#	Item Name / Description	Purchased Date	Amount	Granted / Amount
1.			\$	<input type="checkbox"/> \$
2.			\$	<input type="checkbox"/> \$
3.			\$	<input type="checkbox"/> \$
4.			\$	<input type="checkbox"/> \$
5.			\$	<input type="checkbox"/> \$
6.			\$	<input type="checkbox"/> \$
7.			\$	<input type="checkbox"/> \$
8.			\$	<input type="checkbox"/> \$
9.			\$	<input type="checkbox"/> \$
10.			\$	<input type="checkbox"/> \$
11.			\$	<input type="checkbox"/> \$
12.			\$	<input type="checkbox"/> \$
PART C - Applicant Signature				
Date		Signature		
PART D - Approval by Scouter				
Name		Signature		

¹ Attach the original receipt. Additional photocopy is advised if receipt is printed on thermal paper.

Attachment – Additional Reimbursement Item List ¹				
#	Item Name / Description	Purchased Date	Amount	Granted / Amount
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$
			\$	<input type="checkbox"/> \$

¹ Attach the original receipt. Additional photocopy is advised if receipt is printed on thermal paper.