

Winnetka Public Schools Foundation

Expense Reimbursement Form

Please complete this form and attach all receipts. Return completed form to:

Mail	E-Mail
Danielle Wolters 856 Sheridan Road Winnetka, IL 60093	danielle@woltersfamily.com (along with scanned copies of receipts)

Please DO NOT PAY SALES TAX as we can not reimburse you for sales tax. Our Tax ID Number is 36-4055161. If you need a copy of the state sales tax exemption certificate, please request one from Danielle Wolters at danielle@woltersfamily.com.

Thank you for all of your hard work for the Foundation!

WPSF Activity/Account _____

Amount of Expense \$ _____

Make Check Payable to _____

Send Check to _____

Submitted by _____

Today's Date _____ **Date Check Needed** _____
