The Garden Club of Spring Lake - Expense Report

Note: As a non-profit organization, our club enjoys the benefit of a tax-exempt status. Please use the club's tax ID when buying items, to ensure that no tax is charged on purchases for the club. Only expenses, net of taxes, will be reimbursed. Please attach all receipts to this form and mail to: Priscilla Reilly, 5 Glenwood Place, Spring Lake, NJ 07762. Checks will be mailed out within 3 days of receipt of paperwork. If you have a question, call or text me at 732-546-7002. Thank you for your cooperation.

Name:
Address:
City, State, Zip

Date	Name of Event	Items Purchased	Cost
		TOTAL=	

Date	Check Number	Payable to:	Amount