

# USFSA Officials Expense Reimbursement



Please submit form and receipts to Karen Adelstein at  
[karen@scnv.org](mailto:karen@scnv.org) or  
 3709 30<sup>th</sup> Street, N  
 Arlington, VA 22207

You may request for reimbursement through Venmo\*  
 or personal check

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

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

City/State/Zip: \_\_\_\_\_

\*Venmo reimbursement: Venmo User ID: @ \_\_\_\_\_

Last 4 digits of phone number associated with your Venmo account: \_\_\_\_ \_

Event: \_\_\_\_\_

Committee/Purpose: \_\_\_\_\_

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

## Expenses:

Transportation: To/From: @ \$.56/mile	Description	Totals
Tolls:		
Airfare:		
Uber/Taxi:		
Other:		
Lodging:		
Hotel:		
Misc./Other:		
Meals:		
Other Expenses (specify):		
*Please attach all receipts		TOTAL Reimbursement: \$ _____

I hereby certify that all expenses claimed above were incurred on official business for U.S. Figure Skating

Signature: \_\_\_\_\_

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

Approved: \_\_\_\_\_

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

Treasurer

Form of Reimbursement:  Check Check #: \_\_\_\_\_

Venmo Venmo Acct: @ \_\_\_\_\_