

BRAINERD HILLS REIMBURSEMENT REQUEST



Please fill out the form below to request reimbursement for church-related spending. Once the form is complete, scan it in **with the receipts** and email to gwen@brainerdhills.com.

Please note, the receipts must be provided in order to receive reimbursement.

Name: _____

Amount of reimbursement: _____

Items purchased: _____

Reason for purchase: _____

For which ministry department was the purchase made? _____