

Expense Reimbursement Authorization Form



Westwood Debate & Speech Boosters

12400 Mellow Meadow Dr.
Austin, Texas 78750-1824



Email the completed form **with receipts** to invoicepayments@westwooddebate.com for timely processing.

Payee Information

Full Name	
Zelle ID	
Mailing Address (if you chose check payment)	
Your Phone#	
Email Address	

Work/Expense Information

Date	Description of Work/Expense	Payment	Subtotal
		Total	

**If submitted for Judging/Coaching, Payment is based on a specific pay schedule agreed upon between each individual assistant coach, the head coach, and the WDSB officer(s).*

Signature below acknowledges that information contained on this form has been reviewed and is correct. Treasurer@WestwoodDebate.com is authorized to make the payment to Payee stated above.

Sign Here >		
	Mr. Dominic Henderson DIRECTOR OF WWHS DEBATE & SPEECH	DATE
Sign Here >		
	Mrs. Gunjan Mishra PRESIDENT OF WWHS DEBATE & SPEECH BOOSTERS	DATE