



O I K O S L A

EXPENSE REIMBURSEMENT FORM

Oikos LA Church [964 S. Berendo Street, LA CA 90006]

Updated on 10/3/2021

GENERAL INFORMATION

Applicant Name:		Select One:	<input type="checkbox"/> Activities Team	<input type="checkbox"/> Media Team	<input type="checkbox"/> Pastoral Team
Date of Request:			<input type="checkbox"/> Praise Team	<input type="checkbox"/> Petty Cash	<input type="checkbox"/> Other

OFFICE USE ONLY

Department Director Approval	Pastor Approval	Comments:
		Account #

Date	Description	Location	Cost
<i>No reimbursement without receipt or valid proof of purchase.</i>			Total:

Name on Check:	
-----------------------	--

Signature:	
-------------------	--