

AGNES SCOTT COLLEGE

ALUMNAE WEEKEND REIMBURSEMENT FORM

- Please attach all original receipts to form and keep copies for your records. **MAKE ALL REUNION PURCHASES AS SEPARATE TRANSACTIONS.**
- All reimbursement forms and receipts must be approved and submitted by the Reunion Chair. **The deadline for reimbursement is Monday, May 12, 2025.**
- Submit to your Reunion Chair who will compile all reimbursements for your class and send on to the Alumnae Office Class Staff Liaison.
- To expedite the process, please scan and email reimbursement form and all receipts to alumnae@agnesscott.edu THEN mail the originals, retaining a copy for yourself
- AFTER emailing, mail to: Office of Alumnae Relations
 Agnes Scott College
 141 East College Avenue
 Decatur, GA 30030-3770

CLASS OFFICER VOLUNTEER INFORMATION

Full Name (including last name while in college) Class Year

Address

City, State, Zip

Phone Number Email Address

Event Expenses: Alumnae Weekend 2025

VENDOR/ITEM	AMOUNT
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
Total	\$

Signature Date