

# Diocese of Texas - Daughters of the King® Reimbursement Request

Receipts MUST be attached for reimbursement

\* Required

1. Name \*

First and last name

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2. Address

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3. Phone number \*

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4. Parish and Chapter \*

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5. Total Amount to be reimbursed

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6. Event Date

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*Example: January 7, 2019*

7. Event:

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8. Expenses: Please list below

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9. Please scan and upload receipts

Files submitted:

10. Please email to: [torybarnold@gmail.com](mailto:torybarnold@gmail.com) and [kathy@akinbusiness.com](mailto:kathy@akinbusiness.com) if you are not able to use the form electronically.

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