



# Texas Living History Association Presentation Reimbursement

- Reimbursement is for purchased materials ONLY. Purchased materials must have been used for a TLHA conference workshop or session.
- Fill out the form below completely. All receipts should be attached to the form and a copy emailed to [info@texaslivinghistoryassociation.org](mailto:info@texaslivinghistoryassociation.org).
- All requests MUST be submitted within 30 days of the event that the purchases were utilized. Requests sent later will NOT be reimbursed.
- All requests MUST be accompanied by receipts for purchase of materials.

## Applicant Information

Submitted by:

Phone:

Email:

Send to (name):

Address:

I prefer to be reimbursed via...

PayPal (sent to email above)

Physical Check

## Description of Purchase

## Amount

Attach extra pages as needed.

To submit this request, please email this form (and any extra pages) to [info@texaslivinghistoryassociation.org](mailto:info@texaslivinghistoryassociation.org) within 30 days of event.

## TLHA Treasurer Use ONLY

Check Number:

Amount:

Date:

Budget Category: