

# SPECIAL OLYMPICS CENTRE COUNTY

## EXPENSE REPORT

Coach / Volunteer: \_\_\_\_\_

Phone: \_\_\_\_\_

Event / Item(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

### Amounts

Advance : \_\_\_\_\_

Expenses: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Expenses: \_\_\_\_\_

Balance due Special Olympics: \_\_\_\_\_ Received \_\_\_\_\_ Date \_\_\_\_\_

Balance due coach: \_\_\_\_\_ Check# \_\_\_\_\_ Date \_\_\_\_\_

Balance due vendor: \_\_\_\_\_ Check# \_\_\_\_\_ Date \_\_\_\_\_

### **Please attach all receipts and/or invoices to this expense report**

Return this expense report and all receipts and/or invoices to Pieter Ouwehand, Treasurer  
Special Olympics Centre County, 1378 Deerfield Drive, State College, PA 16803  
Telephone: 814-234-0143

Approved for payment: \_\_\_\_\_ Date \_\_\_\_\_

Manager or Treasurer  
Special Olympics Centre County

### Notes