Elks Welcome Home Kit Reimbursement Form

Thanks for participating in this program! Please complete the form below and tell us about your Lodge's project.

Lodge Name **Lodge No.**

Primary Contact Name **Title**

Phone **Email**

Please check the items you provided to the veteran or veterans.

- ☐ Pillows/bedding/blankets
- ☐ Dishes
- ☐ Pots/pans Kitchenware
- ☐ Towels
- ☐ Toiletries (toothpaste/shampoo/soap)
- ☐ Shower liner & rings
- ☐ Toilet paper/paper towels
- ☐ Light bulbs
- ☐ Trash can & bags
- ☐ Broom/mop/bucket/sponge
- ☐ Laundry basket & detergent
- ☐ Dish soap/all-purpose cleaner
- ☐ Small appliances (coffee maker/toaster)

Did your Lodge provide any additional supplies? If so, what?

How many members of your Lodge were involved in this project?

How many Welcome Home Kits is your Lodge seeking reimbursement for on this form?

Expenses

Please attach all receipts. Please note that your Lodge will be reimbursed up to $200 per kit. Expenses without corresponding receipts will not be reimbursed. Be sure to explain any supply purchases that are not clearly labeled.

Date	Description	Total
	Grand Total:	

Primary Contact Name **Primary Contact Signature**

Exalted Ruler Name **Exalted Ruler Signature**

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