

KEEP THIS DOCUMENT. SUBMIT IT WITH RECEIPTS AFTER YOUR NIGHT OUT EVENT.

NATIONAL NIGHT OUT – August 2nd, 2022

REIMBURSEMENT REQUEST – limit: \$200

Neighborhood Association Name: _____

NOTE: A reimbursement check will be addressed to the name of your association “in care of” the association’s president.

President’s name: _____

President’s address: _____

ZIP: _____

IMPORTANT!

- 1. When shopping for your NNO event, please request separate receipts for food items and non-food items. Submit separate receipts with their own separate Reimbursement Request Forms.**

- 2. Please do not submit receipts that include expenses for anything unrelated to your National Night Out event.**

Date:	Paid to:	What was purchased:	Amount:

TOTAL REIMBURSEMENT REQUESTED: _____

Reimbursement requests are due by 5 p.m., Friday, August 20, 2022 to:

Sergeant Chris White
Peoria Police Department
Neighborhood Services Unit
600 SW Adams St.
Peoria, IL. 61602
cwhite@peoriagov.org

ADDITIONAL REIMBURSEMENT LEDGER:

Date:	Paid to:	What was purchased:	Amount:

TOTAL EXPENSES REQUESTED: _____

