

**PBOCC WOMEN'S CLUB - REIMBURSEMENT/PAYMENT REQUEST FORM**

Amount Requested: \$ \_\_\_\_\_ Date \_\_\_\_\_  
REQUESTER \_\_\_\_\_  
PAYEE (IF OTHER THAN REQUESTER) \_\_\_\_\_  
Payee Address: \_\_\_\_\_  
Payee Phone: \_\_\_\_\_ e-mail \_\_\_\_\_  
COMMITTEE/PROJECT: \_\_\_\_\_  
Reason: eg. supplies; food; etc: \_\_\_\_\_

NOTE: MOST Payments will be mailed via Bank's bill pay, so watch your mail closely.  
\*Please attach all receipts to this form where applicable.

Submit to Rosemary Plesha Leave in Women's Club Mailbox, or Mail to 4611 Carriage Run Circle, Murrells Inlet, SC 29576  
or, email with scanned receipts attached to roplesha@gmail.com

Paid by Check # \_\_\_\_\_  
Paid - Bank Bill Pay \_\_\_\_\_  
Posted Date \_\_\_\_\_  
Budget Category \_\_\_\_\_

**PBOCC WOMEN'S CLUB - DEPOSIT FORM**

DATE submitted: \_\_\_\_\_  
AMOUNT submitted: \$ \_\_\_\_\_  
PERSON submitting: \_\_\_\_\_  
COMMITTEE/PROJECT(s): \_\_\_\_\_  
Comments: \_\_\_\_\_

Give to Rosemary Plesha, Treasurer, or leave in Women's Club Mail Slot (checks only please!)

Please text first if dropping off at my home: 843-597-6162  
Address: 4611 Carriage Run Circle, Murrells Inlet, SC 29576  
Use box under the mailbox for dropoffs

Deposited \$ \_\_\_\_\_ Date: \_\_\_\_\_  
Posted \_\_\_\_\_  
Category \_\_\_\_\_