

**JEFFERSON UNION HIGH SCHOOL DISTRICT
699 Serramonte Boulevard
Daly City, California 94015**

REIMBURSEMENT/SINGLE PAYMENT

DATE: _____

TO: ACCOUNTS PAYABLE

FROM: _____

PAY TO: _____

AMOUNT: _____

PURPOSE:

CHARGE ACCOUNT #:

SCHOOL ADMINISTRATOR'S APPROVAL: _____

BUSINESS OFFICE APPROVAL: _____