



**LACUNY REIMBURSEMENT REQUEST\***

Please note \$50 is the maximum reimbursement for a regular roundtable/committee meeting. Funding for additional special events is subject to approval by LACUNY.

Roundtable/Committee Name: \_\_\_\_\_

Chair (event organizer) Name & Email: \_\_\_\_\_

Event Name: \_\_\_\_\_

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

Brief Description of Event: \_\_\_\_\_

\_\_\_\_\_

Itemized amount of reimbursement: \_\_\_\_\_  
(Please provide receipts)

\_\_\_\_\_

\_\_\_\_\_

Total amount (\$): \_\_\_\_\_

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Submit Form to:

Ryan Phillips, LACUNY Treasurer  
Box H-0520  
Baruch College, CUNY  
151 East 25th Street  
NY, NY 10010

646.312.1621  
ryan.phillips@baruch.cuny.edu

Mail Reimbursement Check to:

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_