



REIMBURSEMENT FORM

DATE					AMEX CARD
NAME / DEPT					CASH
		ENTERTAINMENT	OTHERS	AMOUNT	
COMPANY / GUEST					
HOST					
HOST					
PURPOSE					
		SOUVENIR	OTHERS	AMOUNT	
COMPANY / GUEST					
HOST					
PURPOSE					
				GRAND TOTAL	
APPROVED BY		A/C		RECEIVED BY	

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