

KINGS/TULARE UNISERV UNIT, INC./CTA/NEA

**Treasurer's Release Time
Request for Reimbursement**

Today's Date: _____

Reimbursement For: _____
(Name of Bargaining Unit Member Released)

School District: _____

District Address: _____

Chapter Treasurer: _____

Reimbursement Date(s) (Date (s) your substitute was needed): _____

Nature of Treasurer's Business (or Designee's) (Please describe the event that you attended):

Treasurer's Workshop & Training

Substitute's Reimbursement Amount: \$ _____
(Please attach a bill from your district for your substitute's cost only)

Chapter Treasurer's Signature

Date: _____

Superintendent's Signature

Date: _____

KTUU Office to Fill in Information Below

CTA Staff Signature

Date: _____

Questions? Call (559) 733-7706
Kings/Tulare UniServ Unit, Inc./CTA/NEA
301 W. School Ave., Visalia, CA 93291