

FULLERTON JOINT UNION HIGH SCHOOL DISTRICT

Purchase Certification Reimbursement Form

Name: _____ Site: _____

Req/Purchase Order #: _____

I hereby certify that I personally purchased necessary school/office supplies for the District and am requesting reimbursement in the amount of \$_____.

Attached are *itemized* paid receipt(s). (You will not be reimbursed unless itemized receipts are attached)

Signature

Date

Please send signed original receipts to:

FJUHSD – Education Center
Business Services / Accounts Payable
1051 W. Bastanchury Road
Fullerton, CA 92833