

Example of Other Reimbursement:

Below a visual example of the other section of the reimbursement form to claim reimbursement for your wraparound services for participating in The Gateway-In Project©.

Tip! There are full instructions, additional guidelines and a video tutorial on our website.

What do I need?

- Receipts for ALL purchases.
 - If a purchase is listed on your reimbursement form, it must have a receipt.
- Date of purchase
- Item description
- Number of items
- Price of Item
- Total amount (with tax)

Other Reimbursement (Receipts required)				
Example: Livescan, Physical, TB, Scrubs, Supplies, CPR, Certification, Childcare, Rideshare				
Date	Item Description	Quantity	Unit Price	Total Amount (With Tax)
1/3	2 nd Hand Watch	1	\$25	\$25.73
1/1	CPR	1	\$20	\$20.00
12/23	Physical	1	\$15	\$15.00
12/20	Scrubs	2	\$35	\$70.00
12/20	Shoes	1	\$30	\$30.00