 

Yale can credit you with a gift to the University for unreimbursed volunteer expenses you incurred as part of your leadership for the Yale Day of Service

In order to receive a university gift acknowledgement, please complete the following form and **include copies of your receipts.**

**Please note that the deadline for submitting your form and receipts is**

 **June 30, 2018.**

Name:

Address:

Email address:

Phone number:

List your out-of-pocket expenses for goods and services for the Yale Day of Service that were directly associated with supporting your local Yale Day of Service site:

Site name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Site location:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| FOOD  |  |
|   | $ |
|   | $ |
| SITE SUPPLIES |  |
|   | $ |
|  | $ |
|  | $ |
| OTHER (please specify) |  |
|  | $ |
|  |  |
| TOTAL | $ |

*Preferred: email a scanned copy of this form and receipts to:*

Donna Younger

**donna.younger@yale.edu**

*For U.S. Mail submission, send this form and receipts to:*

Donna Younger / Association of Yale Alumni / P.O. Box 209010 / New Haven, CT 06520-9010

Internal Purposes Only // Initial Appropriately

Date of Processing: Processed By:

 [G&RS] \_\_\_\_\_\_ [SS] \_\_\_\_\_\_ [SPA]