

# **GCAHA Policy**

## **Reimbursement**

Purpose: To accurately document all reimbursement for Club activities.

Responsibility: Treasurer

1. All expenditure by individual members over \$200.00 must be pre-approved by the Board to be eligible for reimbursement.
2. Receipts are required for reimbursements.
3. All exponders must be related to Club activities.
4. Receipts will be submitted to the treasure for reimbursement.

Approved by the GCAHA Board

Signed by President