



## “HABA Credit” Expense Reimbursement Form

This form is used to request reimbursement for expenses from a team’s “HABA Credit.” The HABA Credit is earned from staffing concession stands. The HABA Credit can be used to fund items that benefit the whole team. Example of approved expenses include: team apparel (warm ups, T-shirts, etc.), summer leagues, and special coaching.

To seek reimbursement for an approved “HABA Credit” team expense, fill out this form, attach the receipt, and return to HABA at:

HABA  
370 Hollis Street  
Holliston, MA 01746

.....  
Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Date: \_\_\_\_\_

Sport: \_\_\_\_\_

Gender: \_\_\_ Boys \_\_\_ Girls \_\_\_ Coed

Year: \_\_\_\_\_

Season: \_\_\_ Fall \_\_\_ Winter \_\_\_ Spring

Type of expense (please describe):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reimbursement amount requested \$ \_\_\_\_\_

Current HABA Credit Balance (if known): \_\_\_\_\_

Mail check to:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

**Please attach receipt to this form.**

Last updated: 9/21/2006