

AUBURN SCHOOL DISTRICT NO. 408

915 4th NE, Auburn WA 98002
253-931-4935 Accounts Payable

TUITION/TECHNOLOGY REIMBURSEMENT WARRANT

Fund: Tuition Reimbursement	School/Dept.:		
Date:	Account Code:		
Claimant Name and Address	Amount	Explanation - Distance Learning Tech (AEA) Deducted from Tuition Reimbursement Balance	
TOTAL:		CERTIFICATION:	
<p>ALLOWABLE PAYMENT REQUESTS: Technology to support distance work limited to the following: headset, microphone, docking station, webcam, document camera, laptop, monitor stand, Halo light, hotspot, internet upgrade.</p> <p>TECH REIMBURSEMENT IS LIMITED TO A ONE TIME PAYMENT UP TO \$250</p>		<p>I hereby certify under penalty of perjury that this is a true and correct claim as described and that the claim is just, due and an unpaid obligation of Auburn School District No. 408.</p>	
		CLAIMANT (Sign below)	Date
<p>ITEMS REQUIRED FOR</p> <ul style="list-style-type: none"> - Proof of payment (receipt showing payment, copy of cancelled check, credit card receipt, etc.) - Proof of purchase or upgrade (Receipt for purchase of equipment and/or proof of upgrade of internet.) 		Executive Director of HR	Date
		Assistant Superintendent	Date
<p>Note:</p> <p>Payments are made twice a month at the regularly scheduled Board meeting</p>			