

CLEARANCE REIMBURSEMENT FOR VOLUNTEERS

Copies of all current (within 12 months) Clearances MUST be provided to Department/Building Administrator with this form for reimbursement.

*****Please DO NOT send the originals.*****

I, volunteer, certify that I have completed twenty (20) hours of volunteer service with the Williamsport School District. Please reimburse me for the amounts checked below.

NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

Reimburse for Act 114 – FBI Fingerprinting Background Check \$27

Volunteer Signature

Date

Return this form to the DSC, Human Resources Dept. with clearance copy for administrator approval and processing for reimbursement.

I have received copies of the clearances for reimbursement as checked above.

Administrator (Bldg. Principal) Signature

Date

Forward this completed form to Human Resources for processing for reimbursement.