

Submit form with all  
documentation attached to  
Meredith Rubin at  
mgrubin@calpoly.edu.

**CAL POLY**  
SAN LUIS OBISPO  
Mechanical Engineering  
Department

# Reimbursement Form

**\*\* Please attach all original receipts to this form with a paper clip. \*\***

**\*\* You will need to provide a copy of your credit card statement reflecting charges if your invoices or receipts do not reflect clear proof of payment (example: your name and credit card info ..i.e. visa ending in xxxxx1234).**

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

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

Total of (original) receipts:           \$ \_\_\_\_\_

Senior Project (Number and Descriptive Title): \_\_\_\_\_  
\_\_\_\_\_

## - For Department Use Only -

Funding Information: \_\_\_\_\_            State            Corp.

Faculty Advisor's Authorizing Signature: