Reimbursements

If you've made a purchase on behalf of or for the benefit of StudSec you can request a reimbursement. The process of which is outlined in this document.

> Please double check with the treasurer before making any purchase for which you would like to be reimbursed. Not doing so means your reimbursement request will most likely be rejected

Requesting a reimbursement

To request a reimbursement fill in the Google form which can be found here with all required information, if you have any issue in this process please reach out to treasurer@studsec.nl.

Receipts/invoices

The reimbursement request is required to contain proof-of-purchase receipts that contain **only** StudSec purchases listed in the table above. If you are no longer able to produce a receipt only containing these items please contact the treasurer, if you have no receipt at all then we can unfortunately not reimburse you.

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