



**AMERICAN LEGION AUXILIARY DEPARTMENT OF TEXAS**

Re: *Stipend, Mileage and/or Special Event Request for Funds*

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

Reporting Month: \_\_\_\_\_

Are you requesting your stipend reimbursement? \_\_\_\_\_ How much? \_\_\_\_\_

Do you have receipts and were your purchases pre-approved? \_\_\_\_\_

Are you up to date on your monthly reports? \_\_\_\_\_

Have you turned in you bank statements? \_\_\_\_\_

Are you requesting funds for a special event? \_\_\_\_\_ How much? \_\_\_\_\_

Date, time, location of event: \_\_\_\_\_

What will it be used for? \_\_\_\_\_

Number of "Compliments of the American Legion Auxiliary" cards needed: \_\_\_\_\_

Did you invite the Department President and/or VA&R Committee to participate? \_\_\_\_\_

Are you or the deputy requesting mileage reimbursement? \_\_\_\_\_ How much? \_\_\_\_\_  
Rep's mileage \_\_\_\_\_ Dep's mileage \_\_\_\_\_

Total amount requested? ( including stipend, mileage, special event, etc.) \_\_\_\_\_

Hospital/Clinic Representative: \_\_\_\_\_

name of Hospital/Clinic: \_\_\_\_\_

Send all reports to Department  
Secretary/Treasurer [secretary@alatexas.org](mailto:secretary@alatexas.org)  
Finance Committee Teresa S. Copeland [tscunit37@gmail.com](mailto:tscunit37@gmail.com)  
Finance Committee Chair [Christinet2121@yahoo.com](mailto:Christinet2121@yahoo.com)  
VA&R Chairman Tonia Ison [tonia0507@att.net](mailto:tonia0507@att.net)

Tonia Ison  
5136 Ben Day Murrin Rd Lot #953  
Ft Worth, TX 76126  
Phone: 785-213-6609

***Please include your monthly report and receipts. You must be up to date in order to receive funds.***