



PLACER PUBLIC EMPLOYEES ORGANIZATION

SUPPORTING THE PUBLIC EMPLOYEES OF PLACER COUNTY SINCE 1950

Request for PPEO Funds: Employee Engagement Events

Email completed form to union@PPEO.org

Requests shall be presented to the Board at a regularly scheduled meeting.

Please visit www.PPEO.org for meeting dates and locations.

Request Date: _____

REQUESTOR INFO

Name: _____

Title: _____

Department and Division: _____

Address/Telephone number of requestor (for reimbursement): _____

EVENT INFO

Event Date: _____

Event Type: _____

Amount Requested: _____

Number of dues-paying members participating in the event: _____

Amount department/division management is contributing to the event: _____

What will the funds be used for? _____

All approved requests will be paid to the requestor via business check, mailed to the listed address, upon return of event receipts. Expenses must be used for a single event. Only expenses verified through receipts will be reimbursed and only to the maximum approved amount. Receipts may be presented at a board meeting or emailed to our Treasurer at treasurer@ppeo.org.

We request donations be attributed to PPEO during the event; photos should be shared at: <https://www.facebook.com/placerpublicemployees/>

Please direct all questions to the PPEO Board at union@ppeo.org.