

# PENNINGTON COUNTY HOST DEPARTMENT REIMBURSEMENT REQUEST

COURSE W/INCLUSIVE DATES: \_\_\_\_\_

DEPARTMENT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT NUMBER(S): \_\_\_\_\_

<u>CLASS</u>	<u>DATE(S)</u>	<u>HOURS</u>	<u>RATE</u>	<u>TOTAL</u>
<b>TOTAL REIMBURSEMENT REQUESTED</b>				

HOST DEPT. REPRESENTATIVE (SIGNATURE REQUIRED): \_\_\_\_\_ DATE: \_\_\_\_\_

COORDINATOR REVIEW / APPROVAL (OPTIONAL): \_\_\_\_\_ DATE: \_\_\_\_\_

PCFSB REVIEW / APPROVAL (SIGNATURE REQUIRED): \_\_\_\_\_ DATE: \_\_\_\_\_

Host department rates are as follows: \$40/night; \$100/full day for live fire; \$100/evaluator for final certs/practicals