Northeast Ohio Regional Sewer District

Watershed Organization Service Agreement Program
Expenditures

Instructions:

Record all expenses and attach relevant procurement documentation, such as an itemized bill, receipt, invoice, time card along with proof of payment, such as a credit card receipt, cancelled check, and/or other documentation to substantiate purchase and and compensation as deemed acceptable by the District.

All reports should be submitted to:
Northeast Ohio Regional Sewer District, Watershed Programs Department, Linda Mayer, 3900 Euclid Avenue, Cleveland, OH 44115

Invoice #	VENDOR	Total Invoice Amount	Total Reimbursement Request