

**AUBURN SCHOOL DISTRICT NO. 408**

915 4th NE, Auburn WA 98002  
253-931-4935 Accounts Payable

**TUITION/TECHNOLOGY REIMBURSEMENT WARRANT**

|                                    |                      |
|------------------------------------|----------------------|
| <b>Fund:</b> Tuition Reimbursement | <b>School/Dept.:</b> |
| <b>Date:</b>                       | <b>Account Code:</b> |

| <b>Claimant Name and Address</b> | <b>Amount</b> | <b>Explanation - Distance Learning Tech (AEA) Deducted from Tuition Reimbursement Balance</b> |
|----------------------------------|---------------|---|
|                                  |               |   |

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|---|--|--|
| <b>TOTAL:</b>   |  | <b>CERTIFICATION:</b>  |
| <b>ALLOWABLE PAYMENT REQUESTS:</b> Technology to support distance work limited to the following: headset, microphone, docking station, webcam, document camera, laptop, monitor stand, Halo light, hotspot, internet upgrade.<br><br><b>TECH REIMBURSEMENT IS LIMITED TO A ONE TIME PAYMENT UP TO \$250</b> |  | I hereby certify under penalty of perjury that this is a true and correct claim as described and that the claim is just, due and an unpaid obligation of Auburn School District No. 408. |
|   |  | <b>CLAIMANT (Sign below)</b>   |

|  |                                 |
|--|---------------------------------|
| <b>ITEMS REQUIRED FOR</b><br>- Proof of payment (receipt showing payment, copy of cancelled check, credit card receipt, etc.)<br>- Proof of purchase or upgrade (Receipt for purchase of equipment and/or proof of upgrade of internet.) |                                 |
|  | <b>Executive Director of HR</b> |
|  | <b>Assistant Superintendent</b> |

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| <b>Note:</b><br>Payments are made twice a month at the regularly scheduled Board meeting | <b>Date</b> |
|--|-------------|