··● Prize Distribution Form ●··

Event Name: _____ Event Date:_____

Group:_____

Prize Distributor Name: _____

Prize Distributor Signature: _____

Email & phone:_____

Instructions:

1. Complete the **Prize** and **Value** columns prior to printing.
2. Print the form, and take it to the event.
3. Have prize recipients complete the remaining columns by entering the necessary information next to the prize(s) they are receiving.
4. Submit this form with the corresponding reimbursement request.

Prize	Value	Recipient Name (printed)	PID

If you are distributing more prizes than the spaces allow, please use an additional copy of this form. Thank you.