Reimbursement Guidelines

This program is available nationwide, for Wyandotte Nation enrolled Tribal citizens age 3 to 18 years and enrolled in school/qualified learning program from Pre-K through 12th grade. Each child is allowed up to $200 (July 1 to September 30)

ONLY ONE CHILD PER RECEIPT (RING UP SEPARATELY), WITH ELIGIBLE ITEMS ONLY - NO EXTRA ITEMS
(NO groceries, household items, bottle of water, other family member clothing or any extra item not being reimbursed for on application, this includes donations or other add-on items at end of sale)

YES

Eligible purchases include:

- school supplies (pens, markers, paper, ear buds etc.)
- backpack,
- school clothing and shoes.

NO

Non-Eligible purchases include, but are not limited to:

- food,
- swim wear, pajamas,
- computers,
- school tuition,
- school fees,
- curriculum or text books.
- No accessories. If receipt says accessories or doesn't say what it is, please write item on receipt. (Some receipts say men or women furnishing. We need to see item name)

- Program and Receipt dates: July 1, 2024 to September 30, 2024 - ALL original applications and receipts MUST be received in office or postmarked (mailed) by the due date. No exceptions - GET THEM IN EARLY!

- Do not fax or email applications and receipts. Mail, bring in or use drop box in front of Administration building.

- Complete the chart on the application. Fill in the total amount you are requesting. Account for any discounts.

- All receipts must show purchase date, what the item is, individual item price, subtotal, tax, and total. Always show proof of payment with method used (visa/store card/paypal etc.) Name of business must be on receipt.

- Receipt must be legible. Torn, Smudged or tiny receipts we can’t see, will not be counted. Do not use tape or highlight. No handwritten receipts.

- If using "after pay" or related split payment method, we can only reimburse from actual proof of payment.

- We do not reimburse for store points or store credit used.

- Do not have any extra items or more than one child's items on each receipt (including- to save on shipping). Do not have add-ons such as donations.

- On-Line Receipts: Only send full receipt/full email. Detailed invoice. No screen shots or partial receipts. Not just Store Pick-up receipts or just the Order Summary that does not show payment.

- If you have a return, both the original receipt and the return receipt must be turned in.

I have read all instructions on this guideline page. I also acknowledge that incomplete and/or non-compliant applications will be returned for completion.

Signature of Parent/Legal Guardian: ____________________________________________________________

Page 1 of 2

Please Return application to: Family Services 8 Turtle Drive, Wyandotte, OK 74370 -no emails or faxes-
Reimbursement Application

This program is available nationwide, for Wyandotte Nation enrolled Tribal citizens age 3 to 18 years and enrolled in school/qualified learning program from Pre-K through 12th grade. Each child is allowed up to $200 (July 1 - September 30).

Please refer to the Guideline Sheet for ALL instructions AND sign at the bottom of both pages.

***Incomplete and Non-compliant applications will be returned for completion***

Parent/legal guardian: # __________/___________

<table>
<thead>
<tr>
<th>ROLL #</th>
<th>NAME:</th>
<th>First</th>
<th>Last</th>
<th>Maiden</th>
</tr>
</thead>
</table>

Child’s name: # __________/___________/________

<table>
<thead>
<tr>
<th>ROLL #</th>
<th>AGE</th>
<th>NAME:</th>
<th>First</th>
<th>Middle</th>
<th>Last</th>
</tr>
</thead>
</table>

Mailing Address: ____________________________________________________________

City ____________________________ State ____________________________ Zip

Phone Number: ____________________________ Email: ____________________________

School Attending: __________________________________

Printed name of person being reimbursed: ______________________________________

Complete chart below

<table>
<thead>
<tr>
<th>Store Name</th>
<th>Receipt Date</th>
<th>Receipt Amount</th>
</tr>
</thead>
</table>

Total: ____________________________

I have read all instructions on application and guideline page, and certify that the item(s) purchased will be for named applicant(s) only. I also acknowledge that incomplete and/or non-compliant applications will be sent back for completion.

Signature of Parent/Legal Guardian ____________________________ Date ____________________________

Page 2 of 2 (must sign both pages)

Please Return application to: Family Services 8 Turtle Drive, Wyandotte, OK 74370 -no emails or faxes-