



200 Springs Rd. (151) Building 14, Room 104
Bedford, Massachusetts, 01730
T. 781.687.2958 or 781-687-2941 F. 781.687.2782

Missing Receipt Affidavit

Date: _____

From: _____, Individual making certification

BRCI Grant Title to Charge: _____

Grant Sponsor: _____ BRCI Grant ID#: _____

I, _____ certify that each ticket stub or receipt described below was either lost or not obtained and that I have been unable to obtain a duplicate copy from the provider of goods or services for which payment was made. It has not yet been nor will it be submitted to BRCI, the IRS or any other organization for reimbursement. ***If boarding passes are not available, submit proof of payment and itinerary.***

a. Description: _____ Date / / Amount \$ _____

b. Description: _____ Date / / Amount \$ _____

c. Description: _____ Date / / Amount \$ _____

d. Description: _____ Date / / Amount \$ _____

e. Description: _____ Date / / Amount \$ _____

Signature/Individual certifying missing receipts: _____ Date: _____

Signature/Principal Investigator: _____ Date: _____

Approved by: _____
Dawn E. McKenna Executive Director, BRCI

Date: _____