

Regional School Unit 3

84 School Street, Unity, ME 04988
Tel. 207-948-6136 Fax 207-948-6209



Request for Reimbursement of CHRC July 1, 2023 - June 30, 2024

As per **RSU 3 Policy GCGA**, Substitutes who work 5 or more days as a substitute for RSU 3, and are due for fingerprinting or renewal of CHRC from the Dept of Education, will be reimbursed for the cost.

Date: _____ Employee Name: _____

Address: _____

Town, State, Zip: _____

Dates worked as Substitute: July 1, 2023 - June 30, 2024

Date: _____ School: _____

Date: _____ School: _____

Date: _____ School: _____

Date: _____ School: _____

Date: _____ School: _____

CHRC Cost to be reimbursed: July 1, 2023 - June 30, 2024

\$_____ CHRC Fingerprinting and Authorization Cost

Copy of CHRC and Proof of Payment/Receipt must be submitted:

_____ Attached

RSU 3 Human Resources verification:

Madell Rogers

Approved: _____