

RRISD Volunteer Reimbursement

Score Table: Score Board and Score Sheet Volunteers

RRISD will reimburse volunteers who fill the Score Sheet or Score Board role only. RRISD does NOT reimburse libero trackers.

Note that you must complete these steps on the night that you volunteer. You cannot fill out the form another night and request reimbursement for previous work. If there are any issues with following these steps, please ask a booster board member for help.

Here are the steps to get reimbursed:

First time to volunteer

- ask the ticket person for a W9 to fill out, or bring a completed one from home

(<http://www.irs.gov/pub/irs-pdf/fw9.pdf>)

- ask the ticket person for the Home Contest Report - fill out your information completely, be sure to provide your home address that matches the W9 form

After your first time to volunteer

- ask the ticket person for the Home Contest Report - fill out information completely

Please understand that you cannot specify that the reimbursement go directly to the booster club. RRISD will only reimburse an individual. If you want to write a check to the booster club later, we would be happy to take your donation then!

Thank you for volunteering to help the volleyball program.