Town of Barre
Guidelines for Swim Lesson Reimbursements

1) All reimbursements will be granted through the Town Manager’s Office.

2) One (1) reimbursement up to $25 per child for the fiscal year.

3) The swim lesson must have been taken with a recognized public, non-profit, or private organization that gives swim lessons on a regular basis. The location of the lesson could be anywhere including out of state.

4) Child must be aged 16 years old or younger in order for a reimbursement to be made.

5) The receipt must be brought to the Town Manager’s Office by a person aged 18 or older.

6) Proof of Barre Town residency at the time of the lesson is required before reimbursement can be granted.

7) Reimbursement must come in the form of a printed check, approved by the Selectboard.

8) The reimbursement check will be placed on the earliest possible A/P warrant, and mailed to the recipient.

9) All records will be kept by the Town Manager’s Office.
Town of Barre
Swim Lesson Reimbursement Form

Today’s Date:__________________

Name of Child:______________________________________________________

Name of Parent/Guardian over the age of 18:____________________________________

Home Address:____________________________________________________

____________________________________________________________________

Business/Location of Lesson:________________________________________

Address of Lesson:___________________________________________________

Date of Lesson:___________________________ Price of Lesson:________

~ Please attach your receipt to this form and hand to a Barre Town employee at 149 Websterville Rd. ~

(Below the line is for Office Use only)

Reimbursement Amount (please circle):       $25/child       Other:_____________

Total Reimbursement Amount: $___________________________

Account #:  011.462.690

Date Received:________________________________

Weekly Warrant:________________________________

Initial/Date:___________________________________  Bookkeeper

Carl Rogers, Town Manager