

MAIN STREET *Jefferson*



Thank you for your participation in the Jefferson Downtown Dollar program! Please use this form to request reimbursement for any Downtown Dollars redeemed at your business.

DOWNTOWN DOLLARS PROGRAM

- Please accept Jefferson Downtown Dollars as a cash payment. Change should be given accordingly, if change is due. Sales tax should be included on all purchases as you normally would with any other cash transaction.
- Participating businesses will be reimbursed for the face value of the redeemed Downtown Dollar certificates. Reimbursement requests should be submitted to the Main Street Jefferson office no more than once per month. Reimbursement forms may be submitted in-person, by mail, or by email.
- Jefferson Downtown Dollars are distributed with a red serial number for proof of authenticity.
- Jefferson Downtown Dollars expire one year from their issue date.

CASH REIMBURSEMENT REQUEST

REQUEST DATE:		NAME OF BUSINESS:			
CONTACT NAME:			PHONE NUMBER:		
REIMBURSEMENT PAYABLE TO:					
MAILING ADDRESS:					
Please submit no more than five (5) Downtown Dollar certificates per reimbursement form. Redeemed Downtown Dollars should be attached to this form.		DD CERTIFICATE #	DOLLAR AMOUNT	DATE REDEEMED	DD ATTACHED?
	1		<input type="checkbox"/> \$10 <input type="checkbox"/> \$20		<input type="checkbox"/> YES <input type="checkbox"/> NO
	2		<input type="checkbox"/> \$10 <input type="checkbox"/> \$20		<input type="checkbox"/> YES <input type="checkbox"/> NO
	3		<input type="checkbox"/> \$10 <input type="checkbox"/> \$20		<input type="checkbox"/> YES <input type="checkbox"/> NO
	4		<input type="checkbox"/> \$10 <input type="checkbox"/> \$20		<input type="checkbox"/> YES <input type="checkbox"/> NO
5		<input type="checkbox"/> \$10 <input type="checkbox"/> \$20		<input type="checkbox"/> YES <input type="checkbox"/> NO	
TOTAL REIMBURSEMENT AMOUNT >		\$		Please submit all reimbursement requests to the Main Street Jefferson office.	
MAIN STREET JEFFERSON: 65 Kissam Street, Jefferson, GA 30549 • ramstrong@cityofjeffersonga.com • 706-367-5714					
MSJ OFFICE USE ONLY					
STAFF APPROVAL:		DATE:		OTHER:	