



# CSULB Foundation

*Serving the University*

## Lost/Itemized Receipt Form

Please check one:  Lost Receipt  
 Itemized Receipt

I CERTIFY THAT THE FOLLOWING ITEMS WERE ORDERED FROM:

\_\_\_\_\_ AND RECEIVED ON \_\_\_\_\_  
(Name of Vendor) Date

ITEM NUMBER	QTY	DESCRIPTION	UNIT PRICE	EXT PRICE

LOST RECEIPT ONLY

Reason for Receipt:

\_\_\_\_\_  
 Cardholder Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Approving Official Signature

\_\_\_\_\_  
 Date