



PLACER OPERATIONAL AREA GRANT PLANNING REIMBURSEMENT CHECKLIST

Please collect documentation listed on the checklist below and remit package to:
Placer County Office of Emergency Services (grants@placer.ca.gov)

Agency Information:

Agency Name:
Agency Address:
Agency Contact Name/Email:
Grant:
Grant Year:
Project Title/Number:
Project Cost:

Required Documentation:

- Invoice from Second-Tier Sub-Recipient to Placer County
- Invoice from Vendor to Second-Tier Sub-Recipient
- Proof of Payment to vendor by Second-Tier Sub-Recipient
- Other Supporting Documentation

Page Number

Address Invoices to:

Placer County Office of Emergency Services
Accounts Payable
175 Fulweiler Ave.
Auburn, CA 95603
grants@placer.ca.gov

Placer OES Use:

OK to Pay Amount:
Coding/PO Number: