

**COMMUNITY BRIDGES**70 Pembroke Road, Concord, NH 03301  
Tel (603) 225-4153 Fax (603) 225-0376

FOR OFFICE USE ONLY

Account # \_\_\_\_\_

Staff Initials \_\_\_\_\_

**FAMILY REIMBURSEMENT REQUEST VOUCHER**Respite Support for \_\_\_\_\_  
(First Name **AND** Last Name of individual receiving supports)

Respite Provider Full Name \_\_\_\_\_

Provider Address &amp; Phone No. \_\_\_\_\_

Date Respite Provided	Time Respite Began	Time Respite Ended	Total # of Hours	Hourly/Daily Rate	Amount Paid by Family	PROVIDER SIGNATURE Required for each date to attest that respite was provided and payment was received

**Total Amount Paid by Family to this provider** **Parent/Guardian Signature:** \_\_\_\_\_  
to attest that respite was provided and provider was paidAre you satisfied with respite and its ability to meet your needs?  Yes  No If no, please explain:Community Bridges **reimburses** parents/guardians directly.  
Parents/guardians are responsible for paying providers at the time respite is provided.  
**Please fill in the parent/guardian name and address where we will mail the check.**

Name: \_\_\_\_\_ Mailing Street Address: \_\_\_\_\_

Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

**Is this a new address? Check here:** **Check here if you need more forms sent to you:** **ATTENTION**It is important that the information reported on this form is **accurate**. Respite reimbursements are paid out of **Federal funds**; vouchers may be subject to **Medicaid audits**. \*Only list dates and times that you actually paid someone to provide support. **You** may be required to file a **1099-misc form** for monies **over \$600.00** paid to one provider. **You** may be required to withhold and pay employment taxes if a provider was paid **\$2000.00** or more in one year. These limits do change. **Please refer to IRS Publication 926 and IRS Publication "A Guide to Information Returns."****PLEASE SUBMIT WHITE COPY TO COMMUNITY BRIDGES – FAMILY/PROVIDER KEEP YELLOW COPY**