

# *Request for PTA Expense Reimbursement*

Date \_\_\_\_\_

Requested By \_\_\_\_\_ Grade/Class \_\_\_\_\_

Amount Requested \$ \_\_\_\_\_

Event or Fun Raiser \_\_\_\_\_

Please attach all receipts below:

Please put in Treasurer's Box in the Main Office

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Date Paid	Check #	Amount Paid
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