

HOLLAND HILL PTA

REQUEST FOR PTA EXPENSE REIMBURSEMENT

DATE: _____

AMOUNT REQUESTED: \$ _____

EVENT OR FUN RAISER: _____

REIMBURSEMENT REQUESTED BY: _____

CHAIRPERSON'S APPROVAL: _____

CHILD'S NAME: _____

CHILD'S GRADE/CLASS _____

PLEASE ATTACHED ALL RECEIPTS BELOW:

Please put in Treasurer's Mailbox in the Main Office.

For Treasurer's Purpose Only

Date Paid _____ Check# _____ Amount Paid \$ _____

Notes: