Sherman Elementary PTA: 2009-2010 Expense Reimbursement Form

Name: _____ **Date:** _____ **Amount requested:**

Expense Categories

1. Auction
2. Raffle
3. Annual fund
4. Enrichment program expenses (e.g., art, science, music, sports, etc.)
5. Classroom allowance (please include teacher's name and room number with explanation)
6. Green schoolyard
7. Principal's fund
8. Carnival
9. Winter bazaar
10. Staff appreciation
11. Classroom incentives (ice cream/pizza parties, etc.)
12. Library
13. Other

Date	Amount	Expense Category	Receipt (Y/N)	Description

_____ PTA officer signature

_____ PTA officer signature

Check No: _____ Date Paid: _____

- STAPLE all receipts to back of reimbursement form.