

Request for Payment
GREENWOOD ELEMENTARY PTA

***** Please attach original receipts/invoice and self-addressed envelope *****

Requested By: _____ Date: _____

Requestor's phone/e-mail: _____

PAY TO: _____ Amount: \$ _____

Deliver check to: Teacher/Staff Mailbox at School Home Address Vendor

Address, if mailing: _____

Committee or Activity: _____

If submitting multiple receipts, please list the amount of each one here: _____

Budget Category (If more than one applies, please indicate the amount for each):

- | | |
|--|---|
| <input type="checkbox"/> Art, Music & Movement <ul style="list-style-type: none"><input type="checkbox"/> Art Supplies<input type="checkbox"/> Dance Program<input type="checkbox"/> Instrumental Music<input type="checkbox"/> Reflections<input type="checkbox"/> Vocal Music | <input type="checkbox"/> Kindergarten Snacks |
| <input type="checkbox"/> Community Grants | <input type="checkbox"/> Literacy |
| <input type="checkbox"/> CONNECT Events | <input type="checkbox"/> Assemblies |
| <input type="checkbox"/> Enrichment Program (Clubs) | <input type="checkbox"/> Global Reading Challenge |
| <input type="checkbox"/> Equity Committee | <input type="checkbox"/> Guest Author Literacy Program |
| <input type="checkbox"/> Field Day | <input type="checkbox"/> Library Fund & Supplies |
| <input type="checkbox"/> Fifth Grade Family Health Night (FLASH) | <input type="checkbox"/> Spelling Bee |
| <input type="checkbox"/> Fifth Grade Graduation | <input type="checkbox"/> PE Equipment |
| <input type="checkbox"/> Fifth Grade Islandwood | <input type="checkbox"/> PTA Operating Expenses |
| <input type="checkbox"/> First-Aid/CPR Certification | <input type="checkbox"/> Copies/Printing |
| <input type="checkbox"/> Fundraising <ul style="list-style-type: none"><input type="checkbox"/> Apparel<input type="checkbox"/> Auction<input type="checkbox"/> Direct Appeal<input type="checkbox"/> Jog-A-Thon<input type="checkbox"/> Sign-Ups<input type="checkbox"/> Sporting Events | <input type="checkbox"/> Technology Support |
| <input type="checkbox"/> Garden Maintenance | <input type="checkbox"/> Membership Maintenance |
| <input type="checkbox"/> Bike to School Month | <input type="checkbox"/> PTA Social Activities |
| <input type="checkbox"/> Movie Night | <input type="checkbox"/> PTA Gift & Volunteer Appreciation Fund |
| <input type="checkbox"/> Yearbook | <input type="checkbox"/> School Spirit Shirts |
| | <input type="checkbox"/> Back to School Picnic |
| | <input type="checkbox"/> Staff Appreciation |
| | <input type="checkbox"/> Second Step |
| | <input type="checkbox"/> STEM (robotics, science/math events) |
| | <input type="checkbox"/> Student Care Coordinator |
| | <input type="checkbox"/> Student Care Program |
| | <input type="checkbox"/> Student Care: Enrichment Scholarships |
| | <input type="checkbox"/> Teacher/Staff Allowance |

Other/Additional Notes: _____

Scan this form and receipts and e-mail to treasurer@greenwoodpta.org.