

Chinook Trail Middle School PTSA Reimbursement Form ATTACH RECEIPTS!

Payable to: _____ Amount: _____ Date: _____

(All receipts are required for reimbursement!)

DATE	PURCHASED FROM (store or vendor)	ITEM or EXPENSE	AMOUNT (\$)
		Subtotal of front =>	
		Subtotal of back =>	
		GRAND TOTAL =>	

Submitted by: _____ Contact Info: _____

*****FOR OFFICE USE*****

Budget Category: _____ Date: _____

Approved by: (2 signatures required)

President: _____ Vice-President: _____

Treasurer: _____ Secretary: _____

PAID! **DATE:** _____ **Check #:** _____

DATE	PURCHASED FROM (store or vendor)	ITEM or EXPENSE	AMOUNT (\$)
		Subtotal of back =>	

