

Fogelsville PTO

312 S. Route 100 Breinigsville, PA 18031

REQUEST FOR GRADE ALLOTMENT

Allotment for Grade: _____

Requester's Name _____

Requester's E-mail _____

Amount Requested \$ _____

Check Payable To _____

Reimbursement Request Information: (If more than one receipt, please list each one below. If receipt also includes personal items, please indicate which items you are requesting reimbursement for.)

<u>Store/Vendor Name</u>	<u>Reimbursement Amount Requested</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Total Reimbursement Requested _____

Please attach receipts to this form and place in PTO mailbox located in school lobby.
Please mark envelope: PTO Treasurer

Please email PTO Treasurer, Arika Troxell arikatroxell@gmail.com or PTO President Shannon Shetayh smshetayh@gmail.com with any questions

DEADLINE IS May 31st of each year to allow time for reimbursement check before last day of school

Thank you,
PTO Executive Board