

Pinkerton Elementary PTO Check Request School Year 2011-2012

Date Submitted: _____ Date Needed: _____

Requested by: _____

Email: _____ Phone # _____

Payable to: _____

Mailing Address:

Request Type: _____ Reimbursement
 _____ Invoice Payment

Amount of Check: \$ _____

Budget Category (Committee): _____

Describe Purchase / Activity:

Please attach all receipts / invoices and place in the Treasurer's Box in the workroom or mail to: April Wharton, Pinkerton PTO Treasurer, 260 Southwestern Blvd, Coppell, TX 75019, whartap@gmail.com

Treasurer's Use Only: Check # _____ Date Paid _____