



# Lake Garda Elementary School

every child, one voice



## PTA Reimbursement Form

Your Name:	Committee:
Project/Category/Reason for Reimbursement: _____	
_____	
_____	
_____	
<input type="checkbox"/> Included In Annual Budget <span style="margin-left: 100px;">or</span> <input type="checkbox"/> Approved at PTA Meeting Date:	
Check Payable to:	Total Amount:
Full Address and Phone # (To where the check should be mailed)	

Receipt(s) totaling the amount of reimbursement must be attached.  
 Please note that the PTA does not reimburse tax. We will provide a copy of the tax exempt form upon your request.

Any questions please contact the PTA treasurer:  
 Jody Linn Pinkerton: [jodylinns@yahoo.com](mailto:jodylinns@yahoo.com)

Additional Notes:

For Treasurer's use only:

Voucher#	Check #	Account:	Date: