

Sandburg PTA Reimbursement Voucher (2019-2020)

Date: _____

Amount Requested: \$ _____

Make Check Payable to: _____

Send Check to: _____

Budget Line Item: _____

Itemized Expenses (Please provide details):

Receipt/Invoice attached? _____ If not, why? _____

Approved by _____ PTA President

Forward to: Evelyn Toreja Boutin, PTA Treasurer, 179 N Evergreen Ave, Elmhurst, IL 60126

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DO NOT FILL IN

Check Date: _____

Check#: _____

Amount: _____

DO NOT FILL IN

Check Date: _____

Check#: _____

Amount: _____