

# REQUEST FOR PAYMENT/REIMBURSEMENT - 2007/2008



**Date of Request:**

**Pay to the order of:**

**Address:**

**Telephone:**

**Payment Amount:** \$

**Description:**

**Category:**    GB    CS    MS    Membership    Community Events    Gen/Administration

**Account (please list amount next to each account)**

Academic Recognition	
Administrative	
Awards	
Box Tops	
Community Events	
Copy/Paper/Printing	
Dues	
Gifts	
Halloween Dance	
High School Initiative	
Ice Cream Social	
Lump Sum Grant	
Presentations	
Publicity	
Supplies	
Teacher Appreciation	
Teacher Conference Dinners	
Volunteer Programs	
Website Hosting	

*To be completed by Treasurer*

**Payment Date:**

**Check Number:**

**Please attach invoices/receipts.**

Forms can be mailed to **Windham PTA, PO Box 780, Windham, NH 03087**. Any questions, please contact **Karen Flanagan** at [treasurer@windhampta.org](mailto:treasurer@windhampta.org). Thanks!