

Chatterton Elementary School



## CHATTERTON PTA EXPENSE REIMBURSEMENT FORM

PAYEE NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

PAYMENT AMOUNT: \_\_\_\_\_

EXPENSE DETAILS: \_\_\_\_\_

\_\_\_\_\_

BUDGET TO BE DEDUCTED FROM: \_\_\_\_\_

REQUESTED BY: \_\_\_\_\_

CHECK #: \_\_\_\_\_

CHECK DATE: \_\_\_\_\_

RECEIPT - YES ( ) NO ( )