

Martha Jones PTO Reimbursement Form

In order to process your reimbursement request, please fill out this PTO Reimbursement Form and attach a photocopy of your receipts. Leave the completed form (with receipts) in the yellow Treasurer's folder in the PTO mailbox in the office. Thank you.

Name: _____

Street Address: _____

Town: _____ Zip Code: _____

Phone: _____

Email Address: _____

Total amount for reimbursement: \$ _____

Brief description of reimbursement (include committee name if applicable):

Please contact Maya Plotkin, PTO Co-Treasurer at mkplotkin@gmail.com with any questions.