



Cedar Wood Elementary
PTA
Parent Teacher Association 7.3.3

2018-19 Reimbursement Request Form

(All Reimbursement Requests are subject to CW PTA Board approval)

PTA Activity: _____

Purpose of this Expense: _____

Amount of Purchase: \$ _____

Make check payable to: _____

Mail to:

Address: _____

Call for pick-up:

Phone: _____

Email for pick-up:

Email: _____

**** Invoice or receipt must be attached to this form ****

Date Requested: _____

By: _____

Signature

Submit this form to the PTA Treasurer, Stephanie Contreras
Questions/concerns, email: treasurer@cedarwoodpta.org



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