

Reimbursement/Payment Request

To: Sangster School PTA Treasurer - Michelle Nocerito 9337 Castle Hill Road Springfield, VA 22153 Phone: 703-455-2172 E-mail: Treasurer@SangsterPTA.org	From (Print & Sign): _____ Date Submitted: _____ Put in PTA File _____ Mailed to Treasurer _____ Met with Treasurer _____
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Reimbursement or Payment Requested For:

<u>Fundraising Activities</u>	<u>Amount</u>
Box Tops for Education	
Brick Pavers	
Fun Fair	
Membership	
Race for Education	
Recycling	
School Supply Kits	
Spirit Wear	
Water Bottles	
Other	

<u>Dedicated Funds</u>	<u>Amount</u>
Art Class	
Chess Camp (summer)	
Chess Club	
Crafting Club	
Fencing	
Girls on the run	
Musical Theatre Work Shop	
Odyssey (Summer Camp)	
Robotics Club	
Rubics Club	
Science Club	
Bridget to Success	

<u>School Supported Expenses</u>	<u>Amount</u>
Building & Grounds	
Cultural Arts	
Field Trips (Busing)	
Library Materials	
Lunch Support Program	
Patrols & SCA	
Special Education	
Student Awards & Recog	
Classroom Cash	
Technology	
Thursday Folders	
Other	

<u>Instructional Support</u>	<u>Amount</u>
Arts & Music	
Discovery Garden	
Math Programs	
Music Programs	
PE Programs	
Reading Programs	
Other	

<u>PTA Supported Expenses</u>	<u>Amount</u>
Admin. Costs	
Care Team	
Donations	
Family Fun Events	
Hospitality	
Insurance	
Reflections	
School Directories	
Teacher Appreciation	
Other	

<u>Academic Enrichment</u>	<u>Amount</u>
Math Programs	
Odyssey of the Mind	
Reading Programs	
Science Programs	
Social Studies Programs	
Other	

Brief Explanation:

Please Attach Receipts Total Amount Requested: _____ "Pay to" Name and Address: _____ Phone/E-mail: _____	Check will be mailed unless specified otherwise. Note here if needed sooner: _____	To be completed by Treasurer: Check Number: _____ Check Date: _____ Check Amount: _____
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