



Pioneer Elementary School PTA

1655 Carlyon Ave SE

Olympia WA

Reimbursement Request

This form is used for reimbursement requests made by PTA officers and members. Please attach all receipts to this form and submit to the PTA Treasurer.

Date: _____

Amount Requested: _____

Payable To: _____

What is the best way to get your check to you? _____

Budget Year: _____ Budget Category/Program: _____

Purpose: _____

Requested by (Signature): _____

For Treasurer's Use Only:

Check # _____

Offsetting Deposit?