

Bollman Bridge Elementary School PTA Disbursement Request

Itemized Receipts(s) Must Be Attached to Back of Form
Please **PRINT** and complete all items. Incomplete forms will not be processed.

Date: _____

Budget Line Item: _____

Type of Event: _____ Date of Event: _____

Explanation of Expense(s): _____

Total: _____ Pay to the Order of: _____

Phone Number: _____

Requested by: _____ Approved by: _____
(If other than Committee Chair) (Committee Chair)

This box to be filled out by Issuing Officer

Date Paid: _____ Check #: _____ Amount Paid: _____

Issuing Officer: _____ Title: _____
(Treasurer - President - 1st Vice President)

Comments: _____

Budget Line Items

Educational Expenses

Academic Achievement Incentives
After School Activities
Artist in Residence
Awesome Art/Multicultural Day
Beaver Store
Classroom funds
Cultural Arts
Family Involvement
Guidance Resources
Health Room
Memory Book
Needy Student Assistance
Peer Mediation/Safety
Positive Behavior Program PBI
Reflections
Related Arts
Special Equipment
Summer School

Membership Expense

BBES PTA Training
County PTA Dues
County PTA Scholarship
Membership Drive
PTA Publications/Subscription

Operating Expense

Bank Service Charge
Charitable Org. Registration
Emergency Reserves
Liability & Bonding
Office Supplies/Copies
PTA Office Equipment and Fees

Other Expenses '07-'08

5th Grade Year End
Discretionary Funds
Family Fun Activities
Hospitality
School Beautification
Staff/Teacher Appreciation

Income Expenses '07-'08

Art Fundraiser
Membership
Catalog Sale
Silent Auction
Fun Run