

# Jefferson PTO Funding Request

Name \_\_\_\_\_ Date \_\_\_\_\_

Department or Event \_\_\_\_\_

Amount requested \$ \_\_\_\_\_

What request is for: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for the request: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Presented at PTO Meeting \_\_\_\_\_ Date \_\_\_\_\_

Voted on \_\_\_\_\_ Date \_\_\_\_\_ (circle) Approved / Denied

Amount Paid \$ \_\_\_\_\_ Check # \_\_\_\_\_ Date \_\_\_\_\_

Reason, if different from requested amount or denial: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_