V.L. Murray Elementary
PTO Reimbursement Form

Virginia L. Murray Elementary School
A Great Place to Grow!

For timely payment, please fill out the form below completely, include copies or scans of receipts with the form and email to: (form and receipts may be left at office, but may take longer for reimbursement)

Treasurer, Elizabeth Contiliano econtiliano@yahoo.com
President, Lindley Stakem lindleyhs@gmail.com

Date _____

Budget Category _____

Submitted by _____

Phone _____

Email _____

Send Check to (name) _____

Address/City/State/Zip _____

Description of Purchase	**Amount**
Total	

Circle associated PTO program:

Back-to-School Night	Mind, Murray, Magic (M3)	Special Grants
Bingo Night	Literary Mag. Staff Gifts	Classroom Teacher Stipends
Flick on the Field	New Family Hospitality	Office Stipends
Spring Fling	Teacher Hospitality	Resource Teacher Stipends
Community Day	Teacher Appreciation Week	Art
Cultural Enrichment	Scholarships/Field Trips After-	Music
Art Print	School Tutorial	Reading
Helping Hands Field Day	PTO Administration PTO	Other (specify):
Landscaping Media/Technology	Printing/Mailing	Other (specify):

Treasurer Use Only

Check Number _____ Amount _____ Date _____

Budget Category _____