

HORACE GREELEY HIGH SCHOOL PTA
EXPENSE FORM

Submit to:
Marian Kelly
12 Hunting Ridge Road
Chappaqua, NY 10514
238-6782

Date: _____

NAME OF COMMITTEE OR EVENT: _____

<u>Item Purchased:</u>	<u>Amount:</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

All receipts must be attached.

Please make check payable to:

_____ Committee Member
_____ Vendor

Address to send check:

Name: _____
Address: _____

Use Chappaqua PTA tax exempt #163363, as we can not reimburse for tax.

Signature of Person submitting form: _____

Treasurer:	_____
Check #	_____
Issued to	_____
Amount	_____
Date	_____
Expense Category	_____

