

Teacher Fund Reimbursement Voucher

GET YOUR FREE MONEY

Every year, the Harrison Elementary PTA allots each classroom teacher **\$150** to use on classroom supplies. All you need to do to get the money is provide the receipts and we'll reimburse you. You **DO NOT** need permission for these expenses. The deadline for submitting vouchers is the last day of school.



Please note, this is a separate process than the Star Grant Application.

Requested by

Date Submitted

Date of Expense

Amount

DESCRIPTION OF EXPENSE

PAYABLE TO

Name

Address

City

State

Zip

Please email this form to Rebecca Firestone (refirestone@gmail.com) along with pictures/scans of receipts.

Treasurer's Signature

Check #

Date

Teacher Fund

Project Account to Charge to