



Pinnacle Peak Preparatory School PTO
Classroom Funds Check Request
 (For Room Parents use only)

Name: _____ Date: _____

Email: _____

Teacher: _____ Grade: _____

Payable to: _____ Amount: _____

Description or Name of Activity	Amount
	\$
	\$
	\$
TOTAL AMOUNT	\$

Parent Signature: _____ Date: _____

Teacher Signature: _____ Date: _____

****Receipts and signatures are required for reimbursement.****

*Check will not be written without both signatures.
 Please attach receipts.*

Double Check: Was this a grade level Core Knowledge Event? If so, please use a PTO Check Request Form and submit the reimbursement request to PTO Treasurer. If Core Knowledge Funds do not cover the full expense, you may submit this form for the DIFFERENCE ONLY.

Questions? Maggie Gibbs, Room Parent Coordinator
pppsroomparent@gmail.com



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