EVERGREEN FOREST PTSA
EXPENDITURE RECORD SHEET

NAME:_____ **PROJECT(S):** _____

_____

_____

_____

EXPENSE ITEM	PROJECT	AMOUNT

TOTAL EXPENSES: ..... $ _____

IMPORTANT! SALES RECEIPTS ARE NECESSARY FOR REIMBURSEMENTS!

REIMBURSEMENT CHECK NUMBER _____ **DATE:** _____

FUND(S): _____ **APPROVED AMOUNT:** _____

_____ _____

_____ _____

_____ _____