

Locust Street PTA Funding Request

Use this form to request money from the Locust Street Expressive Arts PTA. Funds must be used to support the mission of PTA and to enhance the Locust Street community.

Requestor Information

Name:	
Locust Street Role:	
Phone Number:	
Email Address:	

Request Information

Description:	
Justification:	
Amount Requested:	
Date Funds are Needed:	

Payment Information

Make Check Payable To:	
Mailing Address:	
Payee Phone Number:	

Once purchase is made, please email receipts to
locuststreetpta@gmail.com or put them in the PTA mailbox

For PTA Officer Use

Approval Date:	
Approved By:	
Approved Account:	
Approved Budget Category:	
Approved Amount:	

Officer Signature: _____ **Date:** _____

Officer Name: _____