

Fulton Elementary School PTA  
Disbursement Request Form

Date \_\_\_\_\_

Pay to the Order of \_\_\_\_\_

Account(s) to be Charged \_\_\_\_\_

Purpose \_\_\_\_\_

Itemized Expenses \_\_\_\_\_

Total Number of Receipts Attached \_\_\_\_\_

Total Amount Requested \_\_\_\_\_

Requested By \_\_\_\_\_  
(Your Signature)

Address (If check is to be Mailed)  
\_\_\_\_\_

For Treasurer's Use:

Paid By Check Number \_\_\_\_\_

Date \_\_\_\_\_

Funds Disbursed By \_\_\_\_\_  
(PTA Treasurer's Signature)