

**WINSTON CAMPUS JUNIOR HIGH PTA  
CHECK REQUEST**

**School Year 20\_\_\_\_ - 20\_\_\_\_**

Date: \_\_\_\_\_

Amount: \_\_\_\_\_

Check Payable To: \_\_\_\_\_

Requested By: \_\_\_\_\_

Committee: \_\_\_\_\_

Itemized Expenditures: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Return Check/Mail to: \_\_\_\_\_

*(If left blank, check will be put in PTA committee folder in PTA Room)*

Chairperson's Signature: \_\_\_\_\_

\*\*\*\*\*ATTACH ALL RECEIPTS\*\*\*\*\*

For Treasurer's Use Only...

Check # \_\_\_\_\_ Date \_\_\_\_\_

Approved by \_\_\_\_\_