

**DULANEY HIGH SCHOOL PTSA
DISBURSEMENT FORM**

In order to get your request paid, you **must** have an original receipt attached to this form. If you have any questions, please contact Aimee Anton 410.785.4070 or ravsanton@verizon.net

Date: _____ Name: _____

Telephone or e-mail: _____

Amount: \$ _____

Pay to the Order of: _____

Description of Purchase: _____

Charge to PTSA Budget Line: _____

Send Check to: _____

Address: _____

Approved by: _____

PTSA Title: _____

TO BE COMPLETED BY TREASURER:

Sub Total: _____ RST: _____ Total: _____

Paid by Check # _____ Date: _____

Issuing Officer: _____

Title: _____