



Hope Twp. School
PTA[®]
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www.HopeTownshipPTA.com

President
Samantha Marotta
Vice President
Elaine Maza
Recording Secretary
Zondra Belstra
Corresponding Secretary
Anne Berstler
Treasurer
Erin Sobczak

PTA CHECK REQUEST FORM

Request By: _____ **Date:** _____

Amount: _____

Payable To: _____

Reason for Check: _____

Authorized By: _____
(PTA President Signature)

Budget Category: _____

Check Number: _____

Date: _____

Amount on Check: _____

This expense voucher must be submitted to the Treasurer within 30 days of the expense and must have receipt attached.