



IRONIA ELEMENTARY SCHOOL PTO  
303 Dover Chester Road • Randolph, NJ 07869



## **Ironia PTO Reimbursement Request**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

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

Summary of Items Purchased: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Amount Due: \_\_\_\_\_

The Ironia PTO is a recognized 501(c)(3) charitable organization. Please do not include sales tax.

Signature: \_\_\_\_\_

Committee Chair Signature: \_\_\_\_\_

\*All forms must be pre-approved by the Committee Chairperson prior to submitting to the PTO Treasurer.

Please attach a copy of the store receipt(s) for the Treasurer's records.

**All requests may be left in the PTO mailbox and should be labeled:  
"Ironia PTO Treasurer"**

If you have questions, please contact Cindy Boice: [\*\*cboice74@yahoo.com\*\*](mailto:cboice74@yahoo.com)

updated: 8/21/14