**Huntington School PTO Request for Funds**

**From Class Account**

Please review the Fund Request Procedures for instructions. You may print this form and place it in the PTO mailbox in the Main Office, or email the completed form to huntingtonschoolpto@gmail.com.

Date of request: Click here to enter a date.

Class/team requesting: Click here to enter text.

Contact person for request: Click here to enter text.

Amount requested: Click here to enter text.

Purpose: Click here to enter text.

Make check payable to: Click here to enter text.

Deliver check to: Click here to enter text.

Date check required: Click here to enter a date.

Other comments: Click here to enter text.

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*For PTO records*:

Check # Click here to enter text.

Date check delivered: Click here to enter a date.

Amount remaining in account: Click here to enter text.

Other notes: Click here to enter text.