



Radnor High School PTO
 130 King of Prussia Road, Radnor, PA 19087
 Phone (610)293-0855

REIMBURSEMENT REQUEST FORM

Please use separate forms for receipts from different events. Attach your receipt(s) to this form when submitting
 Completed forms should be turned in to the school office or given to the PTO Treasurer.
 A check will be mailed to you at the address provided below.

FULL NAME:	_____
EMAIL ADDRESS:	_____
MAILING ADDRESS:	_____

REASON/EVENTNAMEEXPENSE:	_____

Expenses Description	Amount (\$)
Total	

For Treasurer Use	
Category:	Check #

Signature: _____
 Date: _____