

## Conewago PTO Check Request

Requested by: \_\_\_\_\_ Phone: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Make Check Payable To: \_\_\_\_\_ Amount: \_\_\_\_\_

Mail/Give Check To: \_\_\_\_\_ Date Due: \_\_\_\_\_

\_\_\_\_\_ Budget Category \_\_\_\_\_  
(Circle Below)

\_\_\_\_\_

Description: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date Paid: \_\_\_\_\_ Check #: \_\_\_\_\_

## Conewago PTO Budget Categories

### *Incomes Categories*

Country Fair Total  
Interest – CDs  
Interest – Savings  
Other – Karn's Receipts  
Other – Target  
Other – Giant A+  
Other

### *Expense Categories*

5<sup>th</sup> Grade Graduation/Gifts  
Art Program  
Book Fair IN/OUT  
Club Donations  
Correspondence/Historian  
Creative Corner  
Country Fair – Expense  
Field Trips  
Health & Welfare  
Hospitality  
Library – Fall Budget

Library – Grant  
Miscellaneous  
Principal Materials  
Publishing  
School Activity Program  
Speakers & Programs  
Special Activities  
Summer Camp  
Teacher Appreciation  
Teacher Materials