

Langston Hughes Middle School PTA

DISBURSEMENT REQUEST

The following expenses were incurred on behalf of the Langston Hughes Middle School Parent Teacher Association. Please disburse the fundsa as indicated below.

Signature:	
Budget Category:	
Amount:	
Date:	
Make check payable to:	
Name:	
Address:	
Description (attach receipt):	
Payment Information:	
Check Number:	Date: