

# H.C. JOHNSON ELEMENTARY SCHOOL

## PTO Reimbursements

Please use this form to submit receipts to treasurer(s) for reimbursement  
Thank you!

- **Receipts should be no more than 30 days from purchase.**
- **All receipts must be submitted before the end of the school year**

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

Expense Amt: \_\_\_\_\_

Event/Reason: \_\_\_\_\_

Please list all receipts and attach to this form. Thank you!