

**Crow Island PTO
Expense Reimbursement Form 2017-2018**

PLEASE DO NOT PAY SALES TAX - we cannot reimburse you for sales tax. Our Illinois tax exempt identification number is E9935-9049, expiring August 1, 2021. Our FEIN is 20-4367591.

Please complete this form. Attach all receipts and return it to the PTO mailbox in the Crow Island Office, or to my mailbox at 190 Linden St, Winnetka.

Thank you for all of your hard work for the PTO!
Deirdre Franklin, Treasurer, 773-620-3779

PTO Activity/Event Name _____

Amount of Expense _____

Make Check Payable to _____

Send Check to _____

***Or send Chase QuickPay to** _____

Submitted by _____

Today's Date _____

Date Payment Needed _____
(if applicable)

***Include your email and/or phone number correlated with your account**

For PTO Use	
Check # _____	Date _____
Amount _____	Account _____