**Crow Island PTO
Expense Reimbursement Form 2019-2020**

**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 1021 Elm Street, Winnetka.

Thank you for all of your hard work for the PTO!
 Jocko Blair, Treasurer, 773-474-0462

 **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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**