

VH PTA Funds Request

Please complete this form when requesting funds outside of the Supply and Classroom accounts. This form can also be used for approval of Professional Development Funds.

Person(s) Requesting: _____

Date of Request: _____

Cost of Request: _____

Summary of Request (attach all supporting documentation including cost)

Please explain how Vintage Hills and its students will benefit from this request. Be specific as to which students (i.e. one class, entire grade, entire school, students with special needs, etc):

If equipment/technology related, is this replacing existing items, the reason for replacement, who paid for the original item (PUSD, PTA, etc), and has a request been made of PUSD to purchase this item:

Is there anything else we should consider when reviewing this request including if other teachers are sharing funds:

Teacher Signature

Teacher Signatures if sharing funds _____

Mr. O'Brien Approval _____
Date _____