



# BEDFORD PTG-CHECK REQUEST FORM

## EMAILED FORM & RECEIPTS PREFERRED!

Please complete this form and send to [bedfordptgtreasurer@gmail.com](mailto:bedfordptgtreasurer@gmail.com). Your submission must include this form, all corresponding receipts, and any special notes.

**Current Treasurer:** Nancy Lundquist

### REQUESTOR INFORMATION:

NAME:	
ADDRESS:	
EMAIL:	
PHONE NUMBER:	
DATE FORM COMPLETED:	
AMOUNT REQUESTED:	

### PURPOSE (Check all that apply):

Artist in Residence (AIR)	<input type="checkbox"/>	Gifts (retirement/board/etc)	<input type="checkbox"/>	Staff – Appreciation Week	<input type="checkbox"/>
Bus Tags	<input type="checkbox"/>	New Family Welcome Coffee	<input type="checkbox"/>	Staff – Welcome Back	<input type="checkbox"/>
Color Blast Fun Run	<input type="checkbox"/>	Office Supplies/Operations	<input type="checkbox"/>	Staff – Other Events	<input type="checkbox"/>
Communications/Print/Marketing	<input type="checkbox"/>	Opportunities Reaching Kids	<input type="checkbox"/>	Stand By Me	<input type="checkbox"/>
iARTT	<input type="checkbox"/>	Principal Winter Reading Night	<input type="checkbox"/>	Support	<input type="checkbox"/>
General Mtgs- ex. Principal Mtgs.	<input type="checkbox"/>	Scholastic Book Fair	<input type="checkbox"/>	Volunteer Appreciation Event	<input type="checkbox"/>
Grand Friends/Seniors Day	<input type="checkbox"/>	Ski, Skate and More Sale	<input type="checkbox"/>	Volunteer Orientation Event	<input type="checkbox"/>
Gifts, Wrap & More Fundraiser	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>

Other (please describe):
--------------------------

### SCHOOL APPLIES TO (Check all that apply):

Memorial Elementary	<input type="checkbox"/>	Peter Woodbury Elementary	<input type="checkbox"/>	Riddle Brook Elementary	<input type="checkbox"/>
McKelvie Intermediate	<input type="checkbox"/>	Lurgio Middle School	<input type="checkbox"/>	Bedford High School	<input type="checkbox"/>
District wide – all schools	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>

---

### BELOW TO BE COMPLETED BY TREASURER ONLY:

Approved By: \_\_\_\_\_ Date Approved: \_\_\_\_\_