

## PIFS Parents' Activities Committee Expense Voucher/Donation Report

Date Submitted: \_\_\_\_\_

Event: \_\_\_\_\_

<b>EXPENSE DESCRIPTION (please attach receipts)</b>	<b>AMOUNT</b>
<b>TOTAL REIMBURSEMENT REQUESTED</b>	
<b>OR CHECK HERE TO INDICATE A CONTRIBUTION IN THE AMOUNT ABOVE:</b>	

Make check payable to: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please place this form and your receipts in the envelope marked "PAC Treasurer" in the administration office. You will receive a check at your home address directly from the bank.

Thank you for helping PIFS!