

**THE EMERY/WEINER SCHOOL'S PARENTS ASSOCIATION
REQUEST FOR REIMBURSEMENT (2008-2009)**

NAME: _____ **DATE:** _____
ADDRESS: _____ **PHONE:** _____
 _____ **EMAIL:** _____

ITEMS PURCHASED	PURPOSE	COST
TOTAL COST		

VERY IMPORTANT - Please check account to which this purchase should be debited

ACCOUNT	#	
Conference Lunches	5210	
Faculty/Staff Luncheons	5230	
Teacher Appreciation Gifts	5250	
Opening Day Coffee	5260	
Jewish Life Program - holidays		
Rosh Hashanah	5350	
Sukkot	5320	
Hanukkah	5310	
Tu B'Shevat	5390	
Purim	5340	
Passover	5330	
Yom Hazikaron	5380	
Yom Ha'Atzmaut	5380	
Lag B'Omer	5360	
Shavuot	5370	
Shabbat Across Emery	5395	
Special Programs	5510	
Fine Arts Booster Club	5515	
Picnic - Food	5525	
Picnic - Entertainment	5530	
Directory	5560	
Athletic Booster Club - Gift to School	5590	
Athletic Booster Club - Concessions	5592	
Spirit Wear	5595	
Athletic Booster Club - Tailgate	5598	
Administrative Expenses	5910	

Please Remember:

- *Attach all original receipts
- *State each item or group of items purchased, unless itemized on receipt, & specify purpose
- *EWS does not reimburse for **sales tax**
- *Reimbursement requests are due within 30 days

Please return this form to the EWS office, attention Marcy Midlo, PA Treasurer, for approval and s

 Marcy Midlo, PA Treasurer

All requests are due no later than June 12, 2009