

OWEGO ELEMENTARY SCHOOL PARENT TEACHER ORGANIZATION

Grant Request:

Use of this form is for requesting money that has not been pre-approved. Include any information or estimates that will help us make our decision. If approved, the applicant is responsible for ordering materials and requesting reimbursement/direct payment.

Please complete and return request to the PTO mailbox.
Contact the PTO president at oespto.pres@gmail.com if you have any questions.

Date of Request: _____

Requestor's Name: _____

Requestor's Email: _____

Date of Event: _____

Amount Requested: _____ PTO Funds Scholastic Dollars*

Grade/Group: _____

Event Details: _____

**Scholastic Dollars can be used toward certain books and educational materials that are available in the Scholastic Dollars catalog. A copy of the catalog is available in the PTO mailbox or can be viewed online at <http://www.scholastic.com/bookfairs/articles/catalog>*

FOR PTO USE ONLY:
<input type="checkbox"/> Approved <input type="checkbox"/> Denied
Date: _____ Amount: _____ <input type="checkbox"/> PTO Funds <input type="checkbox"/> Scholastic Dollars
PTO Officer: _____