

Finneytown Elementary

Request for payment



everychild.one voice.

Date: _____

Person requesting money _____ Phone _____


Make check payable to (if different): _____

Send payment to: _____

Event/Activity _____

Budget Category _____

List of expenses items:

(please attach original receipts/invoices/time sheets to back of form in upper corner) 

Description

Amount

Total _____

Send form via pony to **Whitaker** or

Mail to: Rachael Sampson
1115 Hearthstone Drive
Cincinnati, OH 45231

Treasurer's Use Only

Check # _____

Date Paid _____

Delivered: Mail In-person