



WASHINGTON LATIN
PUBLIC CHARTER SCHOOL

A Classical Education for the Modern World

WLPCS Parent-Faculty Association: Reimbursement Request Form

Name: _____ Phone: _____

(Circle One) Faculty Project Student Service Social Event Name: _____

Please list each item to be reimbursed and attach all receipts of purchase in the email.
Email this completed form and receipt copies to the PFA Treasurer at PATreasurer@latinpcs.org.

DATE	VENDOR	DESCRIPTION OF PURCHASE	AMOUNT
TOTAL			\$

Check should be made payable to: _____

Mailing Address: _____

(PFA/Latin PCS administration use ONLY)

Approved by/Date: _____
PFA Treasurer

Budget for draw: Budget Item: _____

Approved by/Date: _____
Washington Latin Administration

9/25/2021