



BEDFORD PTG CHECK REQUEST FORM

**PLEASE MAIL COMPLETED FORM
AND *ATTACHED RECEIPTS!!* TO:**

Sally Thomas, Treasurer
Bedford PTG
PO Box 10077
Bedford, NH 03110

REQUESTOR INFORMATION:

NAME:	
ADDRESS:	
EMAIL:	
PHONE NUMBER:	
DATE FORM COMPLETED:	
AMOUNT REQUESTED:	

PURPOSE (Check all that apply):

Artist in Residence	Gifts (retirement/board/etc)	Staff – Administrative Prof.	
Barnes & Noble Days	Math Superstars	Staff – Appreciation Week	
Bus Tags	New Family Welcome Coffee	Staff – Nurses Day	
Color Blast Fun Run	Office Supplies	Staff - Welcome Back	
Communications/Misc Printing	ORK	Stand By Me	
It's a GAS	Principal Winter Reading Night	Support	
General Mtgs- ex. Principal Mtgs.	Scholastic Book Fair	Volunteer Appreciation Event	
Gift Cards Fundraiser	Senior Citizens Day	Volunteer Orientation Event	
Gifts, Wrap & More Fundraiser	Ski & Skate Sale		
Other (please describe):			

SCHOOL APPLIES TO (Check all that apply):

Memorial Elementary	Peter Woodbury Elementary	Riddle Brook Elementary	
McKelvie Intermediate	Lurgio Middle School	Bedford High School	
District wide – all schools			

BELOW TO BE COMPLETED BY TREASURER ONLY:

Approved By: _____ Date Approved: _____

Check Amount: _____ Check Number: _____ Check Date: _____