SOUTH CAROLINA PTA



PTA Payment/Reimbursement Voucher

ayable to:	Date:	
dress: Phone		
TA PURCHASES lease list each retailer a general ubmitted for payment. List each	l description of the items purchased and the total amour	nt being
Place of Purchase	Items	Amount
		\$
		\$
		\$
		\$
	Total	\$
purchase orders, invoices, or Review and tax-reporting purp		or PTA Financi
purchase orders, invoices, or Review and tax-reporting purp CA CATEGORIES ease list the PTA categories or ndraising, etc.) The Committee	bills to the back of this form. Receipts are required f	For PTA Financi
CA CATEGORIES Tase list the PTA categories or indraising, etc.) The Committee expenditure below before the	bills to the back of this form. Receipts are required forces. budget line items accounts to be debited (Hospitality, Notes Chairperson responsible for each budgeted account many payment can be approved by the local unit President.	For PTA Financi
Durchase orders, invoices, or Review and tax-reporting purp A CATEGORIES rase list the PTA categories or ordraising, etc.) The Committee	bills to the back of this form. Receipts are required forces. budget line items accounts to be debited (Hospitality, Nee Chairperson responsible for each budgeted account metallic processes).	For PTA Financi Membership, nust authorize
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