

# Parent Club Expense Submission

SEND TO:

*Mary Bauer*

204 Cavil Way, De Pere, WI 54115

[Mbauer1219@hotmail.com](mailto:Mbauer1219@hotmail.com)

*allow 5-7 days for check*

Make Check Payable to:	Send Check to:	Date of Event:
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## REDBIRD RALLY

Store	Cost	Description	Category (Food, Activity, Music, Supplies, Spirit Item)
	\$		
	\$		
	\$		
	\$		
	\$		

## HOLLYCRAFT

Store	Cost	Description	Category (Adv, Cust, Gift Cert, Mgmt, Signs, Security, Supplies, Tables)
	\$		
	\$		
	\$		
	\$		
	\$		

## STAFF APPRECIATION

Store	Cost	Description	Category (Food/supplies)
	\$		
	\$		
	\$		

## POST PROM

Store	Cost	Description	Category (Entertainment, Food, Supplies, Prizes)
	\$		
	\$		
	\$		
	\$		
	\$		
	\$		

## SENIOR NIGHT ON THE FIELD

Store	Cost	Description	Category (Food)
	\$		
	\$		

## COMMENCEMENT SOCIAL

Store	Cost	Description	Category (Food/supplies)
	\$		
	\$		
	\$		

*please complete reverse side*

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## GRAD BASH

Store	Cost	Description	Category (Ent, Refreshment, Custodian, Prizes, Supplies)
	\$		
	\$		
	\$		
	\$		
	\$		
	\$		
	\$		
	\$		
	\$		
	\$		

## ADMINISTRATIVE EXPENSES

Store	Cost	Description	Category -- see list
	\$		
	\$		
	\$		
	\$		
	\$		
	\$		
	\$		

**Administrative Expense Categories:**

website, supplies, Board discretionary, bank fees, postage, accounting, academic awards, scholarships, parent directory

Signature of Requestor

\$

total check amount