

**CC Mason Elementary PTO**

1501 N. Lakeline Blvd.

Cedar Park, TX 78613

**Enrichment Funding Request Form**

SELECT ONE:

Pre-Approval for Invoice Purchase (Please attach order form)	Reimbursement for already purchased items (Please attach receipts)	Field trip funding request (including bus charges)
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Make Check Payable to: \_\_\_\_\_

Address: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Date Needed: \_\_\_\_\_

*(\*\*\*Please allow 7 days for approvals and processing\*\*\*)*

Requesting Grade Level / Program: \_\_\_\_\_

Type of Enrichment / Event / Program: \_\_\_\_\_

# of students served: \_\_\_\_\_ Event Date: \_\_\_\_\_

Dollar Amount Needed: \_\_\_\_\_

Purpose / Details: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

*Grade Level / Program Team Leader*

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

*Principal*

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*For Treasurer Use:* Logged: \_\_\_\_\_