



## North Beach Elementary PTA Check Request Form

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

Your Name: \_\_\_\_\_

Phone and/or E-mail: \_\_\_\_\_

Please make check payable to: \_\_\_\_\_

In the amount of: \_\_\_\_\_

Reason for Request: \_\_\_\_\_

Budget Category: \_\_\_\_\_

How would you like this check delivered? (check one)

- Placed in teacher/staff mailbox in school office
- Kid Mail – List child's name and teacher below

\_\_\_\_\_

- Check to be mailed to the vendor listed on attached invoice or address below

Mailing address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If you have any questions, please contact Vanessa Petersen,  
treasurer@northbeachpta.org.