



PRAIRIE CAMPUS
BARRINGTON MIDDLE SCHOOL

2021-2022

Prairie Middle School PTO

TREASUER USE only

CHECK #:

DATE #:

Check Request/ Reimbursement Voucher

Please fill out completely:

Check Payable to: _____

Address: _____

City, State, Zip _____

Amount: _____ Date: Incurred _____

Invoice(s) # _____

Budget Category: _____

Explanation: _____

Your Email/phone#: _____

(So we can contact you in case we have questions)

Your Signature: _____

(Only if you are not a board member)

E*Board Approved _____

(Signature of a board member)

Treasurer Reviewed & Approved: _____

Please staple receipts to the back of this voucher, and submit to the appropriate board member for approval.

SALES TAX CANNOT & WILL NOT BE RE-IMBURSED. Please use the Tax-Exempt