



BONITA CANYON PTA WARRANT FORM

Date Paid
Warrant/Check No.

The following items have been purchased or are being requested for the benefit and/or use of Bonita Canyon PTA.

Event: _____ Date: _____

Name: _____ Phone: _____

Make check payable to:

Name: _____

Address: _____

City: _____ Zip Code: _____

Phone: _____

Budget Department/Category: _____

Chair/Board Member Signature: _____

***Please itemize bill and attach all receipts to this form.
Please submit requests no later than 60 days after event.
Incomplete forms will not be accepted or paid.***

ACCOUNT #	DESCRIPTION	AMOUNT
	TOTAL	\$

PTA Approval

Treasurer's Initials: _____ Budget Category: _____

Secretary's Approval: _____ Date: _____

President's Approval: _____ Date: _____

Treasurer's Approval

Treasurer's Signature: _____ Date: _____