



## ISSAQUAH HIGH PTSA CHECK REQUEST FORM

Please include original receipt/invoice with this form.

The IHPTSA is grateful for everything you do to support the students, staff, and parents of Issaquah High!

Amount Requested: \$ \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Check Payable To: \_\_\_\_\_

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

City, State, ZIP: \_\_\_\_\_

Budget Category (if known): \_\_\_\_\_

Purpose: \_\_\_\_\_

Signature of Person Submitting: \_\_\_\_\_

Please give form & receipt to current treasurer, Blyth Claeys, either by placing in PTSA mailbox at IHS or mailing to IHPTSA, PO Box 2541, Issaquah, WA 98027. Contact Blyth at [IHPTSATreasurer@gmail.com](mailto:IHPTSATreasurer@gmail.com) or 206-409-1343 if assistance is needed.

For Treasurer's Use Only

Check Payable To:	_____	Check Date:	_____
Check Number:	_____		
Check Amount:	_____		
Budget Category:	_____		