

Attach Receipts

Manor Woods Elementary School PTA  
Teacher and IA Supplement Form

Dear Teachers and Instructional Assistants,

The PTA is pleased to offer you a monetary supplement for classroom supplies. Simply attach your receipts to this form and place the form in the PTA mailbox prior to the end of the 2008-2009 school year.

Name: \_\_\_\_\_  
(print name) (signature)

Grade/Specialty: \_\_\_\_\_

- Instructional Assistant = \$ 50.00
- Teacher = \$100.00
- New Teacher (recent college grad) = \$200.00

If less than the appropriate maximum amount listed above, please indicate the amount here: \$\_\_\_\_\_

Sincerely,

Manor Woods ES PTA

Date received: \_\_\_\_\_ Date paid: \_\_\_\_\_

Check number: \_\_\_\_\_ Amount: \$\_\_\_\_\_

Issuing Officer: \_\_\_\_\_  
Print Treasurer Name Treasurer's signature