



**OLIVER BEACH ELEMENTARY SCHOOL PTA**

12912 Cunningham Cove Rd, Baltimore, MD 21220

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Scott Trask - President

Daria Greensfelder - Treasurer

Sarah Clifford - Vice President

Cait Wood - Recording Secretary

Morgan Wood - Corresponding Secretary

**Oliver Beach Elementary School PTA Disbursement Request  
School Year 2022-2023**

**To the Treasurer: Daria Greensfelder**

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

Pay to the Order of: \_\_\_\_\_

Amount: \_\_\_\_\_

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

Itemize Expenses Below:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

Printed Name of Requestor: \_\_\_\_\_

**\*\* PLEASE STAPLE A COPY OF YOUR RECEIPT(S) TO THE BACK OF THIS FORM PRIOR TO FORWARDING TO THE TREASURER. \*\***

This portion to be completed by Treasurer:

Budget Item: \_\_\_\_\_

Check \_\_\_\_\_ PayPal \_\_\_\_\_ Check Card \_\_\_\_\_

Paid by Check No: \_\_\_\_\_ Date of Withdrawal: \_\_\_\_\_

PayPal Transaction#: \_\_\_\_\_ PayPal Transaction Date: \_\_\_\_\_

Check Card Transaction#: \_\_\_\_\_ Check Card Transaction Date: \_\_\_\_\_