

Colfax PTO

Teacher Grants Program - 2019-2020 School Year

Dear Colfax Teachers,

The PTO is once again offering \$100 classroom supply grants to all Colfax teachers.

We understand that you often spend money out of your own pockets to supply your classrooms. Please consider these grants as a way to help offset these costs and serve as a collective "thank you" from the Colfax families for all of the ways that you go above and beyond to help our students.

This year, we are offering three options: 1) Barnes & Noble gift card for books, 2) Staples gift card for classroom supplies, or 3) reimbursement check for your expenses (for auditing purposes, we are required to have receipts to issue a check). Simply fill out and sign the form below and please drop it off in the PTO MAILBOX at Colfax. Checks & gift cards will be distributed the following week.

Please also keep in mind that the PTO will continue helping out with field trips: \$10 per student per year. More information is forthcoming. If you have any questions about this program, please feel free to contact, Ross Ingram, our president at president@colfaxpto.org.

Sincerely,

The Colfax PTO

Please submit requests by October 18th

Name			Today's Date
Address			Phone
City	State	ZIP	
email			

Please select ONE of the following:

- Is this a:
- ☐ REIMBURSEMENT REQUEST - send check to my address, above
- ☐ \$100 Barnes & Noble Gift Card
- or -
- ☐ \$100 Staples Gift Card

Signature	Date
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