## 2023-2024 Delaware Military Academy PTA DEBIT CARD EXPENSE ONLY

Please attach all relevant receipts in an envelope or via scanned copy/email and return to: Renee Hafer, PTA Treasurer

Form & Receipts can be mailed to me at: 2610 Majestic Drive, Wilmington, DE 19810

Scanned and emailed to me at: rhafer@myneil.com or placed in the PTA box in the school office (DO NOT LEAVE CASH IN THE MAILBOX!) 302-388-4261 (cell) Questions? \_\_\_\_\_Yes X No Today's Date: Committee: Friday Lunch Event: Friday Lunch Event Date: \_\_\_\_\_ Payment Method: \*\*WSFS DMA PTA DEBIT CARD\*\* Reoccurring Company Name and Address: Seasons Pizza 1007 Church Rd Newark, DE 19702 Please list each receipt separately and include a clear description of the expense and the amount to be reimbursed for each receipt. RECEIPT DESCRIPTION **AMOUNT** TOTAL: Committee Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Treasurer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<sup>\*\*</sup>Note\*\* Receipts must be turned in within 30 days of incurring expenses and no later than June 10. Receipts which are not clearly legible cannot be reimbursed.