

EVENT: _____

PTF representative: _____

Chair(s) of event: _____

Date of event: _____

Number of students _____ teachers _____

Money In	\$\$
PTF budget	
T-shirts	
food	
Total budget:	

Money Out (rentals, snacks, decor,	\$\$
Total spent:	

over/under budget (In - out)	
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Within 10 days of your event, complete this form and submit along with your final report to the PTF Board representative and the PTF Board Treasurer.

CovenantSchoolPTF@gmail.com