

Kingston PTO Teacher Reimbursement Form

www.KingstonPTO.com

Date: _____

Submitted by: _____ *KES or KIS*

Grade: _____

Check payable to: _____

Address: _____

Comments/Notes:

Signature: _____

*Please submit form and related receipts in a sealed envelope addressed to "PTO Treasurer."
Place envelope in PTO mailbox located at KES or KIS offices.*

or

mail to: Tara Johnson, 65 Pembroke Street, Kingston, MA 02364

Reimbursements will be sent on the 15th and last day of the month.

Tara Johnson, KPTO Treasurer

treasurer@kingstonpto.com - 781.789.2944