

**SEQUOIA MIDDLE SCHOOL  
PARENT FACULTY CLUB ("PFC")**

**SMS STAFF REIMBURSEMENT FORM  
2017-2018**

TO: Christina McCarthy, PFC Treasurer  
(925) 787-7587  
sms.pfc.treasurer@gmail.com

DATE: \_\_\_\_\_

FROM: \_\_\_\_\_

DEPT: \_\_\_\_\_ ROOM NO.: \_\_\_\_\_

Teacher Grant (\$150/yr.)       Department Grant

DESCRIPTION	AMOUNT
<b>TOTAL:</b>	<b>\$</b>

PLEASE TAPE RECEIPTS TO BACK OR AN ADDITIONAL 8.5 x 11 PAPER

Make check payable to: \_\_\_\_\_

Submitted by: \_\_\_\_\_  
(Signature)