



# CHRISTINA HUDDLESTON ELEMENTARY PTO REQUISITION FORM

*Please send your completed form to Nancy Prososki (Treasurer) at [nancyprososki@yahoo.com](mailto:nancyprososki@yahoo.com) then attend a PTO- meeting to present your request to the PTO for a vote. The last day to request funds is at the May 4, 2026 PTO meeting. We will not be able to vote on requests after that date until the following school year starts.*

DATE:

NAME (individual/group):

EMAIL:

SUBJECT AREA/GRADE:

DOLLAR AMOUNT REQUESTED (include tax and shipping) AND WHERE WILL BE  
PURCHASED FROM:

DESCRIBE PROJECT/ITEM TO BE PURCHASED:

WHAT LEARNING/SCHOOL OBJECTIVES DOES THIS ADDRESS  
(WHO BENEFITS, HOW, AND FOR HOW LONG?):

WHEN DO YOU NEED THE FUNDS?:

For PTO use:

|                |                  |               |
|----------------|------------------|---------------|
| Date Approved: | Amount Approved: | Check Number: |
|----------------|------------------|---------------|