Swift Water VPO Funds Request Form

This form is to be completed following the Swift Water VPO Funds Request Policy. Requests received which have not been through the written process as per the Policy will not be granted. This form may be emailed to treasurer.swiftwatervpo@gmail.com or placed in the VPO box.

TEMPLATE. PLEASE SAVE YOUR OWN COPY TO SUBMIT

Section 1

To be completed by Swift Water School Administration

Name(s)	
Date of Request:	
Amount Requested $:	
What is being requested? Please be detailed to help increase chances of approval	
Is this an immediate need? If so, when do you need it?	
Who will benefit from this expenditure: (grade #, the whole school etc.)	
Can the SCHOOL PURCHASE and VPO will Reimburse? If no, provide general reason why not	
Approved by BLT or Principal. (Principals signature/initials required. May be Just typed in)	

Section 2

To be completed by Swift Water VPO

Date Reviewed by Board members!	
Board Voting results	