



St. Pius X School  
1061 Waggoner Road  
Reynoldsburg, OH 43068

Phone 614-866-6050  
homeandschool.spx@gmail.com

## SPX Home and School Association Request for Advancement / Reimbursement

**Requestor**

Name:  
Address:

Telephone: (Home)  
(Work)  
(Cell)

Email:

**Reason for Request**

Advancement

Reimbursement

Explain reason for your request, including the name of the SPX group/event/activity/project involved.

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**Itemization**

Expense Amount \$ Vendor Name

Expense Amount \$	Vendor Name
_____	_____
_____	_____
_____	_____
_____	_____

**Total Amount Requested**

\_\_\_\_\_

**Name/Address of person or vendor receiving payment**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signature of Applicant**

\_\_\_\_\_

**Date**

\_\_\_\_\_

**\* Please attach all original receipts to this form and submit to the SPX School Office attention - Patty Woods- Home and School Treasurer. Please submit request for advancements at least 2 weeks prior to the date payment is needed.**

<p><b>Office Use Only</b> Approved By: _____ Check #: _____ Date: _____</p>
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