

Little Tor PTA  
**Budget Request Form**

**Committee Chairperson:** \_\_\_\_\_

**Committee Name:** \_\_\_\_\_

**Current Budget:** \_\_\_\_\_

**Explain how your current budget is being used. Please be specific.**

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**How much additional money do you require and how would it be used? Please be specific.**

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An increase in a committee's budget requires a reallocation of PTA funds. This cannot be accomplished without first obtaining approval of the PTA general membership. You will need to review this change at the next PTA meeting and then a vote will be taken.

*Do not go over budget without this prior approval by the general membership.* PTA cannot reimburse chairpeople if the membership votes the request down.