Parents & Teachers of the International Academy East

REQUEST FOR FUNDS FOR AN

IA EAST STUDENT GROUP

Use this form to request funds for an IA East student group. All information must be complete and legible:

**MAKE CHECK PAYABLE TO:**

**NAME: ADDRESS: PHONE #:**

**EMAIL:**

**IA EAST STUDENT GROUP:**

(Use separate forms for each group)

**AMOUNT REQUESTED:**

(Please attach all quotes, registration materials or other pertinent documentation that contains funding information )

**REASON FOR REQUEST:**

(Examples: Pay registration fees for regional DECA competition – Detroit – May 21, 2012 / Pay for refreshments for Charity Ball)

**SUBMITTEDBY: PHONE#: EMAIL:**

**DATE:**

**FUNDING DOCUMENTATION ATTACHED?** YES NO, please explain why

Please mail this completed form with attached receipts(s) to:

**International Academy - PTIA East c/o Alpa Tripathi**

**1291 Torpey Drive**

**Troy, Michigan 48083-5444**

-or-

Deliver to the PTIA East mailbox in the IA East Main Office

 **ForTreasurer’s Use:**

Check#: Date: Amount:

If you have any questions, please contact PTIA East Treasurer Alpa Tripathi 586-604-3992

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