Dear Teachers,

We are excited to announce that we will be reimbursing you a $100 for school supplies that you need to get your classroom ready for the beginning of the school year. We would like you to turn in your receipts for any supplies you buy for your classroom. Things like pencils, markers, bulletin board supplies, plastic table clothes, paper plates, napkins or even items you would use in the maker space. We need you to turn the receipts into us along with this slip and we will write you out a check to reimburse you for the $100. We would like you to scan the receipts and only have items on them that you wish to be reimbursed for and make sure they are turned in by October 1st and no later. Please send this form and scanned receipts to 299foundation@cps.k12.mn.us

If you have any questions, please contact a committee member.

Thanks,

299 Foundation Board

TEACHER:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EXPLANATION OF SUPPLIES:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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