**RCE PTA 2015-2016 BUDGET REQUEST FORM**

The RCE PTA is preparing the budget for the 2015-2016 school year. The input of all PTA members is important in this process, so if there is something you think should be purchased by the PTA for the next school year, now is the time to let us know! We want to hear any and all suggestions.

Please refer to the mission statement of the PTA or the Texas PTA objectives ([www.txpta.org](http://www.txpta.org)). No idea is too small or too big, and all ideas will be considered.

Please note that all ideas should be accompanied by the vendor information, including name and phone number, as well as the cost of the item (including shipping costs, if applicable.) If you have any questions, please contact Heather Sheffield at [heather@heathersheffield.com](mailto:heather@heathersheffield.com). Please complete this form and return it by Friday, May 22nd to the PTA Budget Info box in the workroom, or email to Heather Sheffield at the above email address.

Your Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone number and email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The RCE PTA should purchase/ participate in the following for the 2015-2016 school year:

The number of children/ grade levels this will benefit at RCE:

The cost of this/ these item(s):

This may be purchased from (please indicate vendor/ website/ phone number etc.):