



Tanglewood Elementary PTA

400 W 29th Street, Lumberton, NC 28358

"One Team, One Goal"

Vendor Invoice Payment Request

Fiscal Year _____

Event / Purpose: _____

Date: _____

Pay to the Order of: _____

Address: _____

Phone: _____

Amount: _____

Submitted by: _____

Approved by: _____

Treasurer Notes

Paid by Check #: _____

Check Dated: _____

Pretax Amount: _\$ _____

Sales Tax: _\$ _____

Total Amount: _\$ _____

GenLed _____

BudLinItem _____

P&L _____

Bkclcd _____

Attach Receipts Here

Attach Canceled Check Here (If returned by bank)

Attach Check Notation Here