

PTO of the Chathams, Inc.  
P.O. Box 104 Chatham, New Jersey 07928  
Check Request Form

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

Check Payable to: \_\_\_\_\_

Amount of Check: \_\_\_\_\_

Purpose of Issued Check: \_\_\_\_\_

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Note: NJ Sales Tax Exempt Form ST-5 is available for use. Contact Treasurer for a copy to be used for purchases of goods/services.

Check Requested by: \_\_\_\_\_

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

Check to be mailed: yes \_\_\_\_\_ no \_\_\_\_\_

Address: \_\_\_\_\_

Picked Up: yes \_\_\_\_\_ no \_\_\_\_\_

Treasurer, Nancy Sasaki, 498 Fairmount Avenue

Further Instructions? Receipts and Payment information must be attached for processing. Questions/Comments: Please contact PTO Treasurer, Nancy Sasaki email: cmsptotreas@gmail.com.

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To be completed by Treasurer: Nancy Sasaki

Account to be charged: \_\_\_\_\_

Approved by: \_\_\_\_\_

Check Issued Date/Number: \_\_\_\_\_

PTO of the Chathams, Inc. is a 501 (C) (3) not-for-profit corporation which includes the Parent Teacher Organizations of the following schools located in Chatham Borough and Chatham Township, New Jersey