



2019-2020 Teacher Wish List Form

Welcome back teachers! The PTO is thrilled to partner with the Mountainside School District to make 2019-2020 the best year yet. In that spirit - we would like to again sponsor the “Teacher Wish List”!

Please fill out the below form and return it to either Mrs. Jenks or Mrs. Richards by **September 20th**. This will ensure that it can be processed in a timely fashion and return your approvals to you as soon as possible.

Once your Wish List has been reviewed and approved, we will notify you which of the individual items and amount of your request that has been approved. The total possible allowance may be up to **\$50**, and we ask that you please do not submit requests that exceed **\$50**. Shipping and tax added to orders that would then exceed \$50 will not be reimbursed.

You will be responsible for purchasing your own approved Wish List items. Please submit receipts for the approved items to the PTO reimbursement. Please note that the Check Request Form is available via the PTO office website: <https://mountainsidenjpto.ptoffice.com/treasury-forms/>.

Teacher’s Name: _____ **Grade / Subject:** _____

Item	Quantity	Store / Website	Price

Approved _____ **Not Approved and Reason:** _____

Signature of Principal _____