

# RECEIPT FORM

## Grant Award Recipient



CONGRATULATIONS!

**FINAL STEP:**

Now that you have received your check, you are required to:

1. **Cash your check immediately.**
2. Purchase your expensed items.
3. Implement your Grant/Program..
4. Submit this form with all receipts to the NMSF Office, no later than **Sept. 30, 2021.**  
(Failure to submit receipts will result in disqualification from the next year's grants program)

Inter-District to: Newport Mesa Schools Foundation  
 BESST CENTER, 2015 Meyer St, CM (RM 125)

or

Mail to: Newport Mesa Schools Foundation  
 PO BOX 1368  
 NEWPORT BEACH, CA 92659

<b>Applicant Name:</b>	
<b>School:</b>	

### Purchase Receipt Form

This form may be handwritten!

List all purchases on this form:		AMOUNT \$
(Final Shipping and Tax )		
TOTAL	\$	

**REMEMBER:** Submit this form & receipts before Sept 30, 2021

THANK YOU!

On behalf of ...The Newport Mesa Schools Foundation,  
 Board Members, & Grant Readers!