



Virtual Teaching Fund – Application for Reimbursement

Please briefly describe the item(s) purchased:

Please describe how the items will be used for hybrid work at the Old Town School of Folk Music and/or remote work from home:

Amount of Reimbursement Requested (up to \$500):

Vendor (i.e. Amazon, Best Buy):

Cost of the item(s):

Name:

Applicant Signature:

Date:

Please include a copy of the receipt with the application. Applications without receipts will not be considered for reimbursement. You can email your application to Gail Prete, CFO, at gprete@oldtownschool.org or put a hard copy in her mailbox in the Admin. Office.