

EDUCATION

School Equipment Form

(For Elementary and Junior Academies)

Name: _____ Date _____

School: _____

Address: _____

Education equipment allowance is granted on a yearly basis, JANUARY 1st to DECEMBER 31st. Requests and receipt are to be in the Treasurer's Office by DECEMBER 31st.

The Texas Conference matches dollar for dollar up to \$50.00 for each Texas Conference Office of Education, employed full time teacher.

The allowance may be applied only to the purchase of school equipment. It cannot apply to school buildings or repairs. It does cover FILING CABINETS, PRINTERS, DESKS, TVS, COMPUTERS, DOCUMENT PROJECTOR, APPLE TV, AND SUCH EQUIPMENT OF A PERMANENT NATURE.

Number of conference-hired teachers: _____

Date of Purchase: _____ Item: _____

Cost: _____

BE SURE AND ATTACH YOUR RECEIPTS. Remember the total of receipts must be double the Conference allowance. Email completed form and receipts to sharondickerson@txsda.org.

----- below for Office of Education -----

Number of Classrooms: _____ Conference Allowance \$ _____

Date

Superintendent of Schools

Office of Education (K-10 School Equip.)

Acct. #863200-1212