

Rancho Solano PTO, Inc.

2023-24 General Donation Form

Date: _____ Name: _____

Email: _____ Phone: _____

Address/City/ST/Zip: _____

- This form should be used if donor wishes to donate funds by check.
- Checks must be written to Rancho Solano PTO, Inc.
- Your payment and this completed form should be left in a sealed envelope at the campus front desk where funds are being donated.
- While every effort will be made to place your donation into the selected budgeted campaigns, the PTO reserves the right to distribute funds based on extenuating circumstances and operating expenses not listed below.
- A tax donation receipt will be emailed to the name and address listed above.
- Thank you for supporting your PTO!

Budget Fund Name	Description	Donation Amount	For Office Use Only
Teacher/Student Appreciation	The PTO organizes monthly appreciation events for both staff and students. Some examples for staff are welcome back breakfast for teachers, holiday gift cards & treats, and catered lunches. Student appreciation events include back to school survival kit, water bottles, goodie/snack bags, ice cream trucks, and final exam study treats.		
Rancho School Support	Often there are situations when departments or clubs need assistance buying items that are above and beyond their school budgets. Examples include upgraded printers for art department, Robotics/EPICS/Maker Space supplies, Art Commons renovation, or added shade structures during the hotter months.		
Special Events/Grade	This is a new budget item the PTO is working on. Examples include Prom, Middle School dances, senior class bonding events (breakfasts/lunches), 6th and 9th grade team building events, Rancho's Got Talent Show or graduation yard signs. Designate Grade/Amount if applicable: _____		
Scholarship & Outreach	Originally, this fund was created to help send students on annual class trips that couldn't afford to attend otherwise. Even amidst the unknown with COVID-19, it is important to keep this fund growing.		

Total Amount of Donation: \$ _____ Check #: _____

For office use only: Date Received: _____

Date form revised: 7/20/2023