

Hallowell HSA

Sending Money to School Expectations

The Hallowell HSA is looking forward to the 2022-2023 school year and we plan to hold all of our events!

We wanted to share some best practices for sending money to school for any of these events and activities.

If you have any questions, please feel free to contact one of the Treasurers, any of the HSA Board Members or the Committee Chair for the specific event.

- **This year we will have a Venmo account and will encourage families to use that as much as possible—@HallowellHSA**
- Cash or Checks can be sent, labeled with your child's name, teacher and event. Checks are made payable to **Hallowell HSA**
 - When paying for multiple children for one event, you can send in one check for the family. Checks for individual children is not required.
 - When sending cash, please note, Change will not be given (example if something is \$7 and you send in a \$10 bill, change will not be sent home)
- Please include Child's name, grade and teacher in addition to the event/activity form with money or list what it is for on Venmo. If you don't have access to a printer, please include a hand-written note with the requested information from the form as well as the event name.
- If you are sending in money, please send money in envelope with Child's name, Teacher and Event/Activity on the outside.

Looking forward to seeing you at all our events & activities!

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