



Donation Approval

Donation Procedures:

1. Donations may be in the form of cash, checks, securities, materials, or property.
2. This form should be completed on the day a donation is received.
3. The person receiving the donation must email or fax this form to the Business Manager for approval on the day the donation is received.
4. The Board of Education will consider ratifying the Business Manager's approval at the next Board Meeting.

Current Date: 12/16/22

Donor: Marcy Rubin

Building: All

Donation Amount: _____

Date of Donation: 12/16/22

Person Receiving Donation: Chris Harmon

Description:

Marcy donated 55 dry erase boards with musical notation preprinted on them.

Business Manager Approval: C. White

Board of Education Approval: _____

Toccata Method, LLC

6727 N Trumbull Ave.
Lincolnwood, IL 60712 US
marcy@toccatamethod.com



INVOICE

BILL TO
Todd Hall School

SHIP TO
Todd Hall School

INVOICE 1860
DATE 12/11/2022
TERMS Net 30
DUE DATE 01/10/2023

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Dry Erase Board and 7 markers	Dry Erase Board and 7 markers	55	19.95	1,097.25
Toccata Beginner Deck Grand Staff	Beginner Deck	1	12.95	12.95
Toccata Cards Treble Deck Grand Staff	Grand Staff Treble	1	12.95	12.95
Single Staff Bass Clef	Single Staff Bass	1	12.95	12.95
Make My Own Music Book Wide Staff	Wide Staff Make my Own Music Book	10	12.95	129.50
Make My Own Music Book XLarge Staff	Make my Own Music Book XLarge Staff	15	12.95	194.25

SUBTOTAL	1,459.85
TAX	0.00
TOTAL	1,459.85
PAYMENT	1,459.85

BALANCE DUE \$0.00 PAID

MM
No Charge