



McCordsville Elementary School
7177 W 600 N
McCordsville IN 46055

June 15, 2023

Mt Vernon Community School Corporation
School Board
1806 W ST RD 234
Fortville IN 46040

RE: Cash Drawers

We request the following cash drawers be available during the 2023-2024 school year at McCordsville Elementary:

Petty Cash
Library Book Fairs

We will attempt to keep a maximum of \$150.00 total in these cash drawers when they are in use during the school year.

Thank you for your consideration.

Sincerely,

Jennifer Campbell
Treasurer/Secretary
McCordsville Elementary