Dear   u ‰} o Parents U
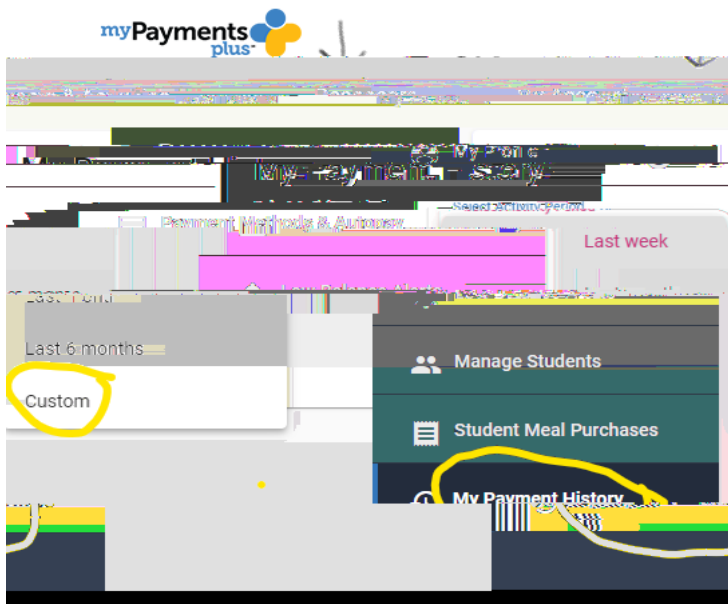
Instructions for printing a payment history from My Payments Plus W

   í X Login to your MPP Account
   î X Once opened, click on "My Account"
   ï X Choose "MyPaymentHistory"

4. Choose "Custom" for the Activity Period and change dates to reflect correct range you need: 1/1/2023 – 06/01/2023 and click "Search"
5. Click on each confirmation number to find   u ‰o – • payment and to print each sheet.
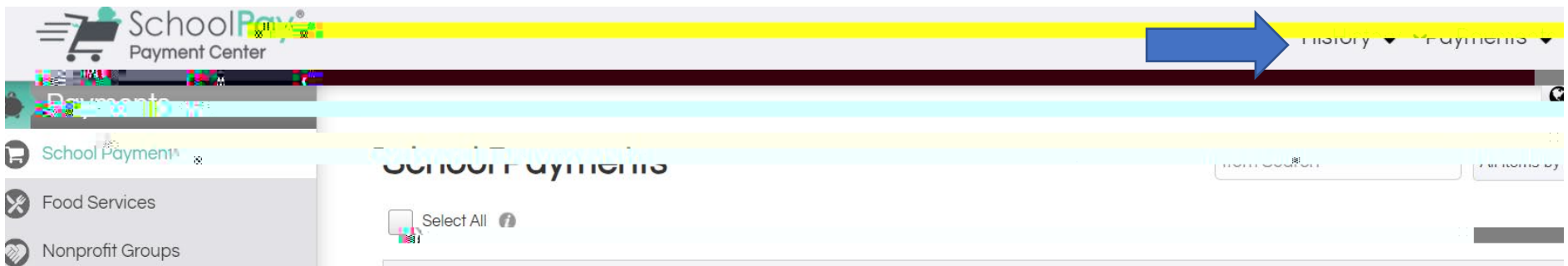6. Attach sheets with Cover Letter on the next page and use for your tax return.

Please contact   Z Œ u] •š Z U Bookkeeper U at • u] š Z@forsyth.k12.ga.us if you need   • •] • š v   .
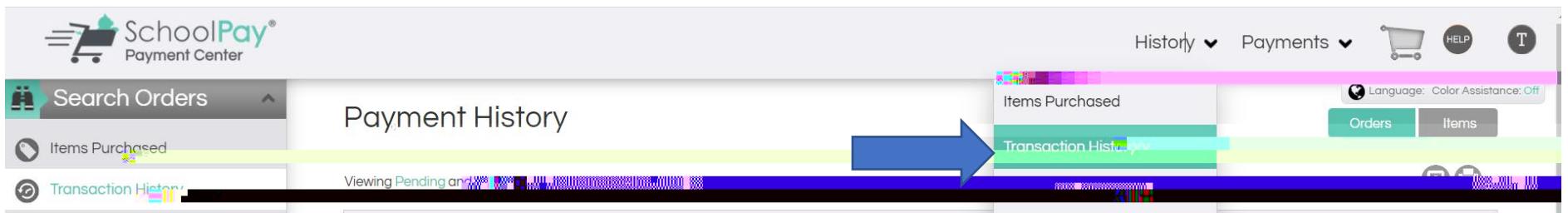
Coal Mountain Elementary

Camp Coal After School Program

School Pay Payment History for Tax Purposes

Log in to School Pay and click on "History".

Click on "Transition History" and enter the desired dates in the column on the left and "Search". You are then able to download the document your tax purposes.

Child's Name: _____

Parent(s)/Payor's Name: _____

Tax Identification Number: 58-6000243

Year: 2023

Registration Fee: $60 per child.

Combine report total that you print from My Payments Plus/ School Pay and registration for the amount you submit on your taxes for childcare from:

Coal Mountain Elementary School
3455 Coal Mountain Drive
Cumming, GA 30028
770-887-7705