

**PORT ARTHUR ROTARY**  
**OFFICE OF THE Co-TREASURERS**  
**Kevin Holloway & Leslie Savitsky**

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Rotary Cheque Req Form

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**CHEQUE REQUISITION FORM**

Date prepared: \_\_\_\_\_

Payable to: \_\_\_\_\_

Address: \_\_\_\_\_

City, Prov, Postal Code \_\_\_\_\_

Account: General \_\_\_\_\_ Service Fund \_\_\_\_\_ Lottery \_\_\_\_\_ Other: \_\_\_\_\_

Circle: C\$ US\$ Amount: \_\_\_\_\_

Date Required: \_\_\_\_\_

Circle: Mail Present Deliver Other (explain) \_\_\_\_\_

Documents attached: Circle Yes No

Payment Details:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Requested by (print): \_\_\_\_\_ Sign: \_\_\_\_\_

Authorized by (print): \_\_\_\_\_ Sign: \_\_\_\_\_