



Request For Issuance of Check by Treasurer

Date: _____

Re: _____
(name of committee)

Function: _____

Amount of Check: \$ _____

Check **made out to**: _____

Check **issued to**: _____

____ Mail Check ____ Give check to undersigned

Requesting Person signature: _____

Chairperson/Board Member signature: _____

Treasurer Use Only

Check Number _____

Date: _____

Issued To: _____

Treasurer Initials _____