District 5240 Charitable Foundation

District Travel Grant Program

CHECK REQUISITION REQUEST   
*(Good printing and clearly answering the questions will assure accurate check delivery)*

Date Submitted

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Amount Authorized

District Travel Grant Number

Travel Grant Number

DTG Chair Approval

## District Charitable Foundation will mail the check to:

Rotary Club of

Mailing Address

5240 DCF Chair Approval

5240 DCF Date Approval

# District Charitable Foundation Administrative use only:

*Check tracking information*

Date Issued:

Checking Account:

Check Number:

Check Amount:

Check Issued by:

Acknowledgement letter/ receipt sent by: