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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Date: | **Click or tap to enter a date.** | Amount: | | **Click or tap here to enter text.** | Method: | Check |  | Zelle: |  |
| Requested by: | | | **Click or tap here to enter text.** | | | | | | | |
| Organization & Position: | | | **Click or tap here to enter text.** | | | | | | | |
| Make Check or Zelle Transfer payable to | | | **Click or tap here to enter text.** | | | | | | | |

(Name of Business, Individual or Organization)

|  |  |
| --- | --- |
| Send Check / Confir-mation to: | **Click or tap here to enter text.** |

(Name)

|  |
| --- |
| **Click or tap here to enter text.** |

(Address)

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| **Click or tap here to enter text.** |

(Telephone/Email/Zelle Phone #)

Brief explanation with supporting receipts: **Amount**

|  |  |  |
| --- | --- | --- |
| Click or tap here to enter text. |  | Click or tap here to enter text. |
| Click or tap here to enter text. |  | Click or tap here to enter text. |
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**For Treasurer’s Use ONLY**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Approved by Region Director or Treasurer: | | | | | |  | | | | | |
| Date Pd: | Click or tap here to enter text. | |  | Check/ID #: | Click or tap here to enter text. | | |  | **Total:** | | Click or tap here to enter text. |
| Accounts/Categories: | | Click or tap here to enter text. | | | | |  | | Amount: | Click or tap here to enter text. | |
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