

CHECK REQUEST

Date _____ Amount Requested _____

Requested By _____

Committee: Check Appropriate Box

Director Approval

Fund Raiser – Jan Virtue Director _____

Social – Jan Virtue-Director _____

Recreation- Lonny Copeland -Director _____

Other (Specify) _____

EVENT _____

ADDITIONAL INFORMATION _____

Make Check Payable To _____

NOTE: SUBMIT ORIGINAL RECEIPTS ONLY FOR HOA EXPENSES

DO NOT CO-MINGLE WITH OTHER RECEIPTS OR ITEMS.

Treasurer's Information Only

Date _____ Treasurer Initials _____ Posted Date _____

Included in Budget

Yes

No (Date Board Approved) _____