**Our Lady of the Snow, Court #2100**

**Check Request Form**

|  |  |
| --- | --- |
| **Request Date** |  |
| **Payee Name** |  |
| **Description** |  |
| **Amount**  |  |
| **Check One** * **Budgeted Category**
* **Approved Motion**
* **Standing Rule**
* **Pass Through Funding (funded by members)**
 | **Description** |
|  |  |
| **Regent Signature** |  |

**\*\*\*Please attach expense receipts**

**====================For Treasurer Use ==============**

|  |  |  |
| --- | --- | --- |
| **Check Number** | **Check Amount $$** | **Treasurer Signature** |

07/2018