**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