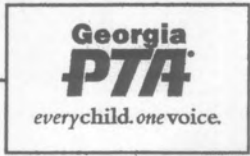


CHECK REQUEST FORM



REQUESTER FILLS IN THIS SECTION

Date of request 9-10-2016

Person requesting Maggie May

Requester's phone number 706 867 5309 email mmay@awesome.com

Make check payable to Maggie May

Amount of check \$ 300.00

Purpose Petty Cash - sock hop

100 - 1's 40 - 5's

need for evening 9/15 - please have check in am

Signature of requester Maggie May

Note: If item has already been purchased, please attach receipt(s) to this form. Otherwise, provide receipt(s) as soon as possible after purchase. Approval must be obtained on all purchases. Failure to obtain approval may result in purchaser having to incur the expenses. Signature of the PTA president is required before treasurer will issue check.

Approval George Washington Date 9-10-2016

FOR TREASURER'S USE ONLY

Date issued 9-15-2016 Check number 1421

Charged to what budget item Petty Cash

Comments _____

Treasurer's signature _____