

FLINT RIVER PRESBYTERY

CHECK REQUEST

DATE OF REQUEST: _____

AMOUNT: \$_____

CHECK TO BE ISSUED TO:

NAME: _____

ADDRESS: _____

REASON FOR CHECK: _____

ADDITIONAL COMMENTS/REMARKS:

BUDGET LINE ITEM: _____

COMMITTEE/PERSON REQUESTING CHECKS: _____

(If Committee, attach copy of the minutes approving request.)

(If person, attach receipts.)

AUTHORIZED/APPROVAL SIGNATURES: _____

(If Committee request, should be Moderator, Vice Moderator, or Secretary/Recorder.)