



Evergreen Golden Retriever Club Check Request

Please issue a check as follows:

PAYABLE TO: _____ **Date of Request:** _____

Attach or email copies of **ALL** receipts

Item Description(s)	Amount
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

TOTAL DUE: \$ _____

Event/Committee: _____

☐ Send to Payee: _____

Address: _____

City/State/Zip: _____

☐ Send to: _____

Address: _____

City/State/Zip: _____

Requested by Club member: _____ Date: _____

Approved by Committee Chairperson: _____ Date: _____

TREASURER'S USE ONLY: Check # _____ Check Amt: _____ Date: _____

Event/Trial: _____ Treasurer's Initials: _____

Approved by Budget: _____ Approved by Board Vote: _____ Board Meeting Date: _____