

# Request For Check

The Presbyterian Church of Sunnyvale

Pay To: \_\_\_\_\_ Ministry Area \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Acct# or Name \_\_\_\_\_

\_\_\_\_\_ Amount \_\_\_\_\_

For: \_\_\_\_\_

\_\_\_\_\_

Requested By: \_\_\_\_\_ Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

When Check Is Signed:

\_\_\_\_\_ Mail Immediately

\_\_\_\_\_ Give To: \_\_\_\_\_

Yes, I have attached receipts

Check Issued

Return form to Bookkeeper

5/01

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