Name: Click here to enter text.

Date: 04/04/2018

Please make **Cheque** payable to: Click here to enter text.

Phone number: Click here to enter text.

Address (if **Cheque** is to be mailed)

Click here to enter text.

Click here to enter text.

Please fill out the following:

|  |  |  |
| --- | --- | --- |
| **Date** | **Item Description** | **Amount** |
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|  |  |  |
| **TOTAL:** | |  |

Name of person requesting cheque:

Signature of person requesting cheque:

Authorized by:

Comments: