Check Nr: \_\_\_\_\_\_\_\_\_\_

Check Date: \_\_\_\_\_\_\_\_\_\_

**J.J. PEARCE ATHLETIC BOOSTER CLUB**

**CHECK REQUEST**

From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Needed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Check amount of $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Payable to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Invoice #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

***Check is to be issued for the following purposes:***

Expense Description: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Banquet Concessions Coaching Equipment

 Fundraiser Hospitality Membership Printing/Posters

 Ad Expenses Spirit Wear Trip Tournament

 Awards Uniforms Other (Specify)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved By:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Coach President

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Athletic Director Treasurer

 \_\_\_\_\_\_\_ Band \_\_\_\_\_\_\_ Girls Basketball \_\_\_\_\_\_\_ Swimming

 \_\_\_\_\_\_\_ Baseball \_\_\_\_\_\_\_ Girls Golf \_\_\_\_\_\_\_ Tennis

 \_\_\_\_\_\_\_ Boys Basketball \_\_\_\_\_\_\_ Girls Soccer \_\_\_\_\_\_\_ Track

 \_\_\_\_\_\_\_ Boys Golf \_\_\_\_\_\_\_ Gymnastics \_\_\_\_\_\_\_ Trainers

 \_\_\_\_\_\_\_ Boys Soccer \_\_\_\_\_\_\_ Marketing \_\_\_\_\_\_\_ Volleyball

 \_\_\_\_\_\_\_ Cheerleaders \_\_\_\_\_\_\_ Spirit Wear \_\_\_\_\_\_\_ Wranglers

 \_\_\_\_\_\_\_ Cross Country \_\_\_\_\_\_\_ Mustang Stampede \_\_\_\_\_\_\_ Wrestling

 \_\_\_\_\_\_\_ Facilities \_\_\_\_\_\_\_ Pacesetters \_\_\_\_\_\_\_ Other (specify)

 \_\_\_\_\_\_\_ Football \_\_\_\_\_\_\_ Scholarship

 \_\_\_\_\_\_\_ General \_\_\_\_\_\_\_ Softball

**RECEIPTS *MUST* accompany check request Sales tax *WILL NOT* be reimbursed**