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**