

Heath Bootbackers Check Request Form

Submit the form and receipt copies to:
HeathHighstepperTreasurer@gmail.com

Make check payable to _____

Address: _____

Name of person requesting check

Contact Number

Mailing address:

(If different from above)

- Check will be picked up
- Check to be mailed to Vendor
- Check to be mailed to Individual

Items	Place of Purchase	Budget line	Amount

Total \$ \$ _____ -

Approved for payment by Sponsor (signature)
(need Sponsor signature before sending to Treasurer)

Approved by Treasurer (signature)

Treasurer's Notes	
Date Paid	_____
Check Number	_____
Amount	_____