

# AYSO Region 55

## Check Request Form

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1. e-mail this request to [treasurer@ayso55.org](mailto:treasurer@ayso55.org) with a scanned copy of your receipts if possible or
2. Print form and attached all receipt to back of form and bring to next board meeting
3. Obtain Board member approval & signature for your request

Request Date: \_\_\_\_\_

Make check payable to: \_\_\_\_\_

Board Position: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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

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

| Acct No. | Expense Summary by Type/Description | Amount |
|----------|-------------------------------------|--------|
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Total Due: \_\_\_\_\_

Board Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_