

CHECK REQUEST

CR1001

Date: 2015-07-13

Check Due Date: 2015-07-13

AMOUNT: \$ 500.00

Vendor Name: Clayton Beisner
Address:
City/State/Zip:
Federal ID #: 00-0103192
(Social Security or Federal ID number required for payment)

Contact: \$
Phone #:
Fax #:

(circle one) ☒ Purchase ☐ Rental
Rental Begins:
Rental Ends:

DESCRIPTION: Art Department Coordinator Petty Cash

APPROVED **07/13/2015**
Requested By: Richard Hagerty
 Tim Tortora 07/13/2015

Distribution

| GL / Prod | Amount | Desc |
|-----------|--------|-------------------------------------|
| 2716 | 500.00 | Art Department Coordinator Petty... |
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