

UNITARIAN UNIVERSALIST CHURCH OF SPOKANE - CHECK REQUEST

REQUEST DATE _____ REQUESTOR _____ MAIL HOLD

MINISTRY/TEAM LEADER APPROVAL _____

PAYEE _____

ADDRESS (IF MAILING) _____

ITEM DESCRIPTION	BUDGET LINE OR FUND	AMOUNT
TOTAL		

CHECK ONE: RECEIPT ATTACHED INVOICE ATTACHED

FOR OFFICE USE ONLY

APPROVED FOR PAYMENT BY _____ DATE _____

CHECK SIGNED BY _____ DATE _____

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