McHENRY COUNTY MARINE CORPS LEAGUE
CHECK REQUEST & AUTHORIZATION

_____
DATE

Approved By: Board of Trustees _____ Membership _____

(Disbursements under $100 require Board & over $100.00 require Board & Membership)

Submitted by: _____
Name of Member

Contact Member at: **Phone**: _____ **Email**:_____

Disburse from _____General _____Ball _____Toys For Tots _____Other

Describe Expense: _____

_____
(Will Mail when purchased)_____(ATTACH RECEIPTS)

Required By: **_____, 2009**

Amount: _____

Payable to: _____
(Correct Name)

Mailing Address: _____

_____

_____

Special Instruction: _____

_____

Certified and Approved by: _____
Adjutant or Authorized Detachment Officer

Submit to Paymaster.