

**CHECK REQUEST VOUCHER**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CHECK # \_\_\_\_\_

CHECK DATE \_\_\_\_\_

AMOUNT \$ \_\_\_\_\_

Payable to: \_\_\_\_\_

Requested by: \_\_\_\_\_

PTA Committee: \_\_\_\_\_

Description of expense: \_\_\_\_\_

Receipt Attached: YES NO  
(Attach receipts to back of this voucher)

Treasurer's Initials \_\_\_\_\_ President's Initials \_\_\_\_\_

