

**Nimble Fingers Quilters
Check Request**

Pay to the order of (please print)

Name _____
Address _____
City _____ State _____ Zip+4 _____
e-mail _____

Purpose of check

Attach original receipts or invoices -- photocopies do not meet audit requirements.

Please itemize here:

Amount

_____	\$ _____
_____	_____
_____	_____
_____	_____
Total due	\$ _____

Requested by:

Signature _____ Date _____
Print name _____ Phone _____
e-mail _____

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Approved by:

1. Officer Signature _____ Date _____

**Non-budgeted expenses of \$250.00 or more require the signatures of
two elected officers for approval:**

2. Officer Signature _____ Date _____

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Accounting

Check no. _____ Amount _____ Date _____
GL expense account _____ Class _____
Split _____ Class _____