

CLEVELAND HILL EDUCATION  
ASSOCIATION

CHECK REQUISITION

**Important:** The treasurer will not issue any check until this form is completed.

Date: \_\_\_\_\_

Pay to the Order of: \_\_\_\_\_

Amount: \_\_\_\_\_

Please issue a check for the following detailed expenditures (be specific):

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

Signed: \_\_\_\_\_

Expenses Approved:

\_\_\_\_\_ Date Paid: \_\_\_\_\_ Check # \_\_\_\_\_

(Executive Council)

Treasurer: \_\_\_\_\_