|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Check Request Form | | | | | |
| Date |  | **Requested By:** | |  | |
| **Date Required** |  | Description | |  | |
| **Team** |  | Type | | Tournament Referee  Other | |
|  | | | | | |
| **Payable To:** |  | | | | |
| **Address:** |  | | | | |
| **Amount** |  | | Check # (Treasurer use Only) | |  |
| **Send Check:** | To Address:  To Manager:  Address: | | | | |

**Notes/Special Instructions:**

**Approval:**

**Over $ 500 not in budget: President: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Over $ 1000 Board: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_**

**E-Mail Check Request to: kpempek@comcast.net or**

**Dynamo FC – Administrator 7227 Indian Lake Road, Indianapolis Indiana 46236**

### Include all backup information and or original receipts with the request