

Cheque Requisition Form

Program: Direct	or to Complete		Account: Treasurer to C
1-01 President		3-03 OPERATIONS: Canada. & Inter.	5110-Accounting & Legal
2-01 ADMIN: Admin Services		3-04 OPERATIONS: Youth	5115-Administrative Expe
2-02 ADMIN: Member Services		4-01 SPORT DEV: Officiating	5120-Advertising Expense
2-03 ADMIN: Meetings: AGM/SAGM		4-02 SPORT DEV: Coaching	5140-Awards Expense
2-04 ADMIN: SUMAC		4-03 SPORT DEV: Youth	5160-District Marketing / I
3-01 OPERATIONS: Indoor Prov.		4-04 SPORT DEV: Athlete Dev.	5180-Fee Expense
3-02 OPERATIONS: Outdoor Prov.		OTHER: (specify)	5190-Grant or Subsidy Ex
			5195-Entry Fees
			5200-Green Fees Expens
Payee:			5220-Insurance Expense
rayee.			5230-Interest & Bank Cha
			5240-Membership Cards
Mailing Address:			5250-Miscellaneous Expe
Maining Address.			5270-Office Supplies
			5280-Postage, Shipping &
Phone Number:			5290-Score Card Expense
			5300-Stationary & Printing
Invoice Date:			5310-Subcontractor Expe
			5320-Supplies Expense
			5330-Travel & Meals Exp
Description:			5335-Reimbursable Expe
Docomption			5340-Officiating Fees Exp
			5345-Coaching Fees Exp
Total Amount:			5350-Uniforms Expense
			5355-Meeting Expense
Data Approvadi			5360-Digital Communicat Expense
Date Approved:			5370-Storage Unit Rental
			5375-Merchant Commissi
Signature:			PayPal
-			5885-Reconciliation Discr

Account: Treasurer to Complete

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5115-Administrative Expense
5120-Advertising Expense
5140-Awards Expense
5160-District Marketing / Roster
5180-Fee Expense
5190-Grant or Subsidy Expense
5195-Entry Fees
5200-Green Fees Expense
5220-Insurance Expense
5230-Interest & Bank Charges
5240-Membership Cards
5250-Miscellaneous Expense
5270-Office Supplies
5280-Postage, Shipping & Mailing
5290-Score Card Expense
5300-Stationary & Printing
5310-Subcontractor Expense
5320-Supplies Expense
5330-Travel & Meals Expense
5335-Reimbursable Expense
5340-Officiating Fees Expense
5345-Coaching Fees Expense
5350-Uniforms Expense
5355-Meeting Expense
5360-Digital Communication Expense
5370-Storage Unit Rental
5375-Merchant Commission - PayPal
5885-Reconciliation Discrepancies

For Office Use Only:			
Cheque #:			
Cheque Date:			