

Northern Waters Presbytery

Cheques Requisition Form

Date of Requisition: _____

Accounting Details

Circle or Committee Budget: _____

Purpose of Cheque: _____

Amount of Cheque _____

Cheque to be Made Payable to:

Name: _____

Address: _____

Postal Code: _____

Signature: _____

PLEASE NOTE:

- . Incomplete information may delay the processing of the cheques.
- . Attach all relevant materials (i.e. Receipts, invoices) when requesting a cheque.