

# LRHS Bands Club Check Request Form

Requested by: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Committee: \_\_\_\_\_

Item(s) purchased: \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_ Total Amount: \_\_\_\_\_

Amount per Band: Symphonic \_\_\_\_\_ Concert \_\_\_\_\_ 9<sup>th</sup> \_\_\_\_\_

Check Payable to:

\_\_\_\_\_

Address if check is to be mailed:

\_\_\_\_\_

\_\_\_\_\_

*Please fill out and print/scan to PDF and scan/take photo of receipts & email to:*

*Lee Hilts - [Treasurer@leesvilleband.org](mailto:Treasurer@leesvilleband.org)*

*(You can also regular mail it to Lee at 8608 Erinsbrook Drive Raleigh 27617)*

*Questions? [Treasurer@leesvilleband.org](mailto:Treasurer@leesvilleband.org)*

*For tax purposes, a check cannot be written without a receipt.*

For Office Use Only:

Date Written \_\_\_\_\_ Check Number \_\_\_\_\_

Sales Tax Amount \_\_\_\_\_ County \_\_\_\_\_

Treasurer's Approval \_\_\_\_\_

President's Approval \_\_\_\_\_