



Cheque Request Form

Group Group Contact

To: The Treasurer

Cheque value £ Payable to

Details

Cheque required by (date)

Signature Date

Is this money refundable if the event does not take place? Yes / No

Received	Date

Please complete both parts. Keep this part for your records.



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Approved	Approved	Received	Date

Please complete both parts. Pass this part to the Treasurer.