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**Check Request Form**

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| **Date Requested** | **Choose One Expense Account:**  | **Account # Expense Category**  |
| **Pay To****Mailing Address**  | **Description/Comments** |
| **Amount to be Paid** | **Requested By** |  **Approved By Approver’s** **Club Title**  |
| **For Treasurer's Use Only** **Amount Paid Account # & Description Date Paid Check #**  |
|  **Foundation Accounts** |
| Fundraiser Expenses  | Community Service Expenses | International Service Expenses | Vocational Service Expenses  |
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| --- | --- |
| 176 | Basketball Sweepstakes |
| 141 | PDQ Cards |
| 184 | Oktoberfest |
| 177 | McAdow Miles |
| 179 | Orphan Train Note Cards |
| 181 | Notara Farm HTD |
| 173 | Golf Outing |
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| 222 | Food Banks |
| 223 | Habitat for Humanity |
| 224 | Lussier Community Ed Ctr |
| 240 | Growing Knee High Natural |
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| 702 | Feed My Lambs - Haiti |
| 710 | Shelter Box |
| 720 | Youth Exchange – Inbound |
| 722 | Youth Exchange - Outbound |
| 751 | Orphan Train – Education |
| 755 | Orphan Train – Conductor |
| 731 | Oliveros Scholarship Fund |
| 708 | Haiti Medical Mission |
| 707 | Togo, Africa Global Grant |
| 754 | RYE Full Scholarship |
| 712 | Polio Plus |
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| 502 | RYLA  |
| 504 | High School Scholarships |
| 544 | Academic Decathlon  |
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| **Club Accounts** |
| Club Service Expenses  | Club Administration Expenses  |  |  |
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| 603 | Club Clothing |
| 635 | Spring Social  |
| 645 | Friendship  |
| 705 | Membership Development  |
| 644 | EREY to The Rotary Foundation |
| 656 | Dark Friday Donations |
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| 520 | Club Supplies |
| 535 | PETS Conference Training |
| 561 | Club Meeting Meals – Offsite |
| 565 | Miscellaneous  |
| 580 | Postage  |
| 583 | RI Convention  |
| 667 | Background Checks  |
| 670 | Computer Expense & OT Admin |
| 690 | Speaker Gifts  |
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 | Revised August 19, 2015 |