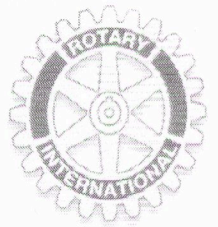


**ROTARY CLUB OF VILLA PARK, CALIFORNIA  
CHECK REQUEST FORM**



**From the Club Bylaws:** Disbursement of club funds shall be made by the treasurer only when approved by the applicable Avenue of Service chair (or the president, in the case of a special action of the board), and shall be made by check, properly documented to record the payee and purpose of the expenditure.

**Check Data:**

\* Payable to: ATT / MARI GARCIA

Address: SKYVIEW SCHOOL

City, State, Zip: \_\_\_\_\_

Special Instructions: \_\_\_\_\_

Date Check Required TO BE DETERMINED Date Submitted 1/3/2014

Requested by: ROBERT GRANDOLFO

Budgeted? Yes  No \_\_\_\_\_ approved by: Robert Grandolfo

Over budget? Yes \_\_\_\_\_ No \_\_\_\_\_ approved by: \_\_\_\_\_

Project/Event: SKYVIEW ELEMENTARY / MIDDLE SCHOOL

Item Description	Amount	Avenue of Service
<u>INTERNET FEE FOR SCHOOL</u>	<u>\$1000<sup>00</sup></u>	<u>VOCATIONAL</u>
<b>TOTAL</b>	<u>1600<sup>80</sup></u>	

\* check requests must have invoices/receipts and supporting documentation attached.