CHECK REQUEST FORM
GARDEN OAKS CIVIC CLUB

Date: _________________ Amount: _________________

The amount of reimbursement must not include any tax since we are tax-exempt. The federal identification number is 76-0067415.

Check made out to: _____________________________________

Phone: _____________________________________

Fill in the address only if you request that a check be mailed:

Address: _______________________________________
_______________________________________

Purpose of expenditure: _______________________________________________

Committee: _________________________________________________________

Budgeted Category: __________________________________________________

Committee Chair or Office Signature: ___________________________________

Jeff Martin, Treasurer
710 W 39th ST
Houston, TX 77018
713-825-1768

Paid: __________ Check No. ________