

EASTON GARDEN CLUB
REQUEST FOR PAYMENT

Submit to: Debby Johnson
Treasurer, Easton Garden Club
156 Dean Street
Raynham, MA 02767

The undersigned requests a check from the Easton Garden Club.

The purpose of this check is: _____

Committee from which amount should be debited: _____

If a single check is requested for multiple items please itemize costs below:

<u>Item</u>	<u>Amount</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Total _____

Signature of requestor: _____

Make check payable to: _____

Send to: _____

DATE PAID: _____ **AMOUNT PAID:** _____ **Ck #** _____

NOTE: Be sure to attach receipts and arrange for the Committee Chairperson(s) to send an email approval to EGCTreasury@yahoo.com on the requested reimbursement.