

BRONCO FOUNDATION CHECK REQUISITION

CHECKS WILL NOT BE ISSUED WITHOUT AUTHORIZED SIGNATURES. PLEASE OBTAIN THE AD/LD SIGNATURE BEFORE TURNING INTO THE FOUNDATION OFFICE. CHECK REQUESTS MUST BE TURNED INTO **THE FOUNDATION OFFICE NO LATER THAN 10:00 A.M. ON FRIDAY MORNING** IN ORDER TO RECEIVE YOUR CHECKS BY THE FOLLOWING FRIDAY.

School Club/Team: _____

Account Number: _____

Submitted By: _____

Date: _____

Issue To: _____

Pick Up or Mail

(Please circle one)

Quantity	Description	Unit Cost	Total
Total			

Available Balance: _____

Date Paid: _____

Date Received: _____

Check Number: _____

Check Amount: _____

APPROVED BY:

Coach/Advisor

AD/LD

Principal

Date

Date

Date