

**NATIONAL ASSOCIATION OF WOMEN IN CONSTRUCTION**  
**NAWIC Guam Chapter 381**

**CHECK REQUEST**

Date: \_\_\_\_\_

Please prepare a NAWIC Guam Chapter #381 check as follows:

Payable to: \_\_\_\_\_

Address: \_\_\_\_\_

In the amount of: \$ \_\_\_\_\_

This check should be drawn from (*chapter funds or scholarship funds*): \_\_\_\_\_

To be charged to the following budget accounts:		Budgeted?	
		Yes	No
<b>Account</b>	<b>Amount</b>		
_____	\$ _____		
_____	\$ _____		
_____	\$ _____		
_____	\$ _____		
_____	\$ _____		
_____	\$ _____		

Are these refunds to be refunded? \_\_\_\_\_

**PLEASE ATTACH SUPPORTING RECEIPTS**

Requested by: \_\_\_\_\_  
*Print Name and Sign*

Approved by: \_\_\_\_\_  
*Print Name and Sign*

Notes: \_\_\_\_\_

Date of Approval: \_\_\_\_\_  
Check Number: \_\_\_\_\_  
Date of Check: \_\_\_\_\_