CLOVERDALE BAPTIST CHURCH **CHEQUE**

REQUISITION

<u>NOTE</u>: Please attach a photocopy of all receipts along with original receipts.

Date:

For the church to get the GST rebate, please make sure you request Invoice or Receipt with breakdown of GST. Debit or Visa receipts do not have breakdown.

Cheque payable to:

Address:

(Only needed if we are to mail cheque)

Enter Account Numbers and brief description, with costs, below for each item claimed:

ACCOUNT #

GST GST Rebate (1/2) TOTAL $

Description:

ACCOUNT #

GST GST Rebate (1/2) TOTAL $

Description:

ACCOUNT #

GST GST Rebate (1/2) TOTAL $

Description:

TOTAL SUBMITTED $

Requested by:
(If other than above)

Ministry Area:

Ministry Deacon:

Signature: