



4-H FOUNDATION CHECK REQUEST FORM

Must attach Supporting Information
(i.e. Invoice, Receipts, Check Request Form)

Date: _____

Club
Account: _____

Funds Requests must be received by the 1st of every month (or 1st business day) to be processed that month. Please allow up to 3 weeks for funds to be processed.

851- Administrative Support

858- Awards & Recognition

876- County Events/ shows/
clinics

880- Fair Activities

895- 4-H State & Regional Events

925- Promotions & Mail Outs

885- 4-H Club Support

886- 4-H Club Support- Area E
Horse Show

887- 4-H County Camps

888- 4-H Leader Support

934- Scholarships

890- 4-H School Programs &
Curriculum

903- Interest Expense

910- Taxes & Licenses

918- Office Expense

943- Barn Renovations

Check Payable To: _____

Payee Mailing Address: _____

Check #: _____ Amount: \$ _____

Purpose:

Club Treasurer Signature: _____

Date: _____

Club Leader Signature(s): _____

Date: _____

Authorized by: Alexander Cooper **Office Only:** _____

Date: _____

Approved by: _____

Date: _____

Transacted by: _____

Date: _____