

CLUB FINANCE REQUISITION

(Yellow Form)



Club Treasurer to complete

Club Name		Date:
Reason of Withdrawal:		Amount:
Cheque Payable to:		
Signature of Treasurer:		
Signature of Club Executive:		Meeting Reference:

Clubs are required to attach an Invoice or Receipt and Minutes from a quorate club committee meeting, approving the expenditure before submitting this form to your Club Mentor

Tax Code	Account Code Distribution										Amount (Inc GST)	
	(Business Unit)										\$	c
	Account Name	Account Number				Job Number						
4		6-					C					
4		6-					C					
4		6-					C					

Authorising
Signature: Authority:

Entered By:	Cheque No:	Date:
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