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**Check Request Form**

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| Name: |  |
| Date: |  |
| Committee/Unit: |  |

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| **CHECK RECIPIENT** | **PURPOSE** | **AMOUNT** |
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|  | Total |  |

**\*\*\* If a Unit is transferring funds (Queen’s Contest, Talent & Scholarship, etc.), please specify.**

Note: Please submit this completed form to the Recordress, Dt. Cynthia Henry, at [nabbarcourtrecordress123@gmail.com](mailto:nabbarcourtrecordress123@gmail.com). Submit all receipts to the Treasurer, Dt. Laniki Smith, at [laniki\_smith2017@att.net](mailto:laniki_smith2017@att.net).