



# ***Peach County High School***

## ***Check Request***

Date: \_\_\_\_\_ Requested By: \_\_\_\_\_

Check Payable To: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Amount of Check: \_\_\_\_\_ Date Needed: \_\_\_\_\_ Return to you? \_\_\_\_\_

Purpose: \_\_\_\_\_

Activity to Charge: \_\_\_\_\_ Activity # \_\_\_\_\_

Special Instructions: \_\_\_\_\_

Principal's Approval: \_\_\_\_\_ Date: \_\_\_\_\_

**All Check Request's must be approved by the Principal**

Prior approval must be given to spend your own money for club items and be reimbursed by your PCHS club