



## Olympia Weavers Guild — Check Request

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Amount: \_\_\_\_\_

Payable to: \_\_\_\_\_

Address (if check to be mailed)    Mail Check: ☐

Give check to: \_\_\_\_\_

Authorization or reason for request:

Signature: \_\_\_\_\_

Chairperson and/or President

**For Treasurer's Use Only:**

Date Paid: \_\_\_\_/\_\_\_\_/\_\_\_\_ Check #: \_\_\_\_\_

Amount: \_\_\_\_\_

| Category                       | Amount | Category            | Amount |
|--------------------------------|--------|---------------------|--------|
| Awards                         |        | Policies/Procedures |        |
| Class Facility Rental          |        | Programs            |        |
| Communications                 |        | Properties          |        |
| Computer                       |        | Public Outreach     |        |
| Gen Operating Exp<br>Pres/Sec  |        | Resources           |        |
| Gen Operating Exp<br>Treasurer |        | Show & Sale         |        |
| Grant Committee                |        | Showcase            |        |
| Insurance                      |        | Social Events       |        |
| Membership<br>Committee        |        | Workshop            |        |



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