



BRITISH COLUMBIA GOLF ASSOCIATION

ZONE 6 WOMEN'S GOLF CHEQUE REQUISITION

Date: _____

Make cheque payable to: _____

In the amount of: \$ _____

In payment of (Please provide details):

- | | |
|-----------------------------|----------------------------------|
| 1. Transportation | Mileage _____ km @ \$0.45= _____ |
| | Other _____ |
| 2. Accommodation | _____ |
| 3. Meals | _____ |
| 4. Postage | _____ |
| 5. Office Supplies | _____ |
| 6. Telephone | _____ |
| 7. Copying & Printing | _____ |
| 8. Other (provide details) | _____ |

PLEASE ATTACH ALL RECEIPTS AND INVOICES, INCLUDING PHONE BILLS; CLEARLY HIGHLIGHT ALL ALLOWABLE PHONE CALLS FOR ZONE BUSINESS.

Cheque requested by; _____

Executive Position: _____

Approved by: _____

Cheque # _____