



Tennis Club Check Request

Date: _____

GL #2400-14

PAYABLE TO: _____ Lot # _____ TOTAL AMOUNT \$ _____

EVENT RELATED: (Circle One)

Banquet

Funday

League Tournament

Everyday

TYPE OF EXPENSE: (Please attach all receipts, documents, etc)

Food

Court Maintenance/Balls

Tennis Balls

Website/Computer/Office

EVSTL Fees

Kitchen Courthouse Supplies

Other (Provide Description)

AUTHORIZATION FOR PAYMENT:

CLUB OFFICES: President, Vice President, Treasurer or Secretary (ANY TWO)

Print Name _____ Signature _____

Print Name _____ Signature _____

Administrative Signature _____