

# CASH/CHECK REQUEST

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

Amount: \_\_\_\_\_ **Cornerstone Baptist Church**

CASH/**CHECK** (Please circle one)

Description \_\_\_\_\_

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

Address (if check is to be mailed) \_\_\_\_\_

\_\_\_\_\_

Date/Time Needed: \_\_\_\_\_

Mail / **Pick Up** (Please circle one)

BUSINESS OFC. USE ONLY

Approved by \_\_\_\_\_

Acct. # \_\_\_\_\_

Tax Ltr: Yes / No

BUSINESS OFC. USE – DO NOT WRITE IN THIS SPACE.

