

Central Roadracing Association

CHECK REQUEST

PO Box 130426, Minneapolis, MN 55113

Purpose: This form is to be used for requesting reimbursement of expenses incurred in support of CRA club activities.
 Example: personal check written for printing of monthly bulletin.

Instructions: Requestor completes the highlighted sections below.
 Email the completed check request form and email it along with receipts and/or invoices to Treasurer@CRA-MN.com.
 Approval by CRA Board of Directors is required for payment to be distributed.
 Any other usage: Contact CRA Treasurer or CRA President. Make a copy and retain for your records.

Payable To (No Abbreviations)

Address

City	State	Zip Code	Phone:
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Requested by (Please Print)	Position	Date of Request
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Phone	E-mail
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Detailed purpose of expenditure.

Treasurer Use Only

Description	Invoice	Project	Account	Amount
Total				\$0.00