



### REQUEST FOR PAYMENT

Please submit to WT MBA Treasurer with Receipts.

Date: \_\_\_\_\_

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

Committee: \_\_\_\_\_

Amount: \$ \_\_\_\_\_ Dollars and \_\_\_\_\_ Cents  
(write out dollar amount in words)

Payable To: \_\_\_\_\_

Reason for Payment: \_\_\_\_\_

#### To Be Completed by WT MBA:

Charge Account: \_\_\_\_\_ Signature: \_\_\_\_\_

Approved By: \_\_\_\_\_

Check #: \_\_\_\_\_ Amount \$ \_\_\_\_\_ Date of Check: \_\_\_\_\_

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

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



### REQUEST FOR PAYMENT

Please submit to WT MBA Treasurer with Receipts.

Date: \_\_\_\_\_

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

Committee: \_\_\_\_\_

Amount: \$ \_\_\_\_\_ Dollars and \_\_\_\_\_ Cents

Payable To: \_\_\_\_\_

Reason for Payment: \_\_\_\_\_

#### To Be Completed by WT MBA:

Charge Account: \_\_\_\_\_ Signature: \_\_\_\_\_

Approved By: \_\_\_\_\_

Check #: \_\_\_\_\_ Amount \$ \_\_\_\_\_ Date of Check: \_\_\_\_\_

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

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