

# Check Request Form

St. Mark's Lutheran Church  
3051 Putnam Boulevard  
Pleasant Hill, CA 94523

DATE:

NAME and ADDRESS of Recipient :

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REQUESTED BY (if different from recipient):

AMOUNT:

PURPOSE:

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Budget Line Item or	Savings Fund or	Designated Funds

**Please attach any related receipts or invoices and leave in the Treasurer's Box**

FOR TREASURER:

Check # \_\_\_\_\_ Date Paid \_\_\_\_\_ Total Amount: \$ \_\_\_\_\_