



2020-2021 Soroptimist International of Benicia CHECK REQUEST

Please make check payable to _____
 Mailing Address: _____

Description	Purpose/Event	Amount

Please attach receipts

Total \$ _____

Authorized requester _____
 (Board member/event chair)

Treasurers use: Board approved (yes/no) _____

Budgeted item (yes/no) _____

Check # _____ Date _____