



**Trinity-St. Paul's United Church and
Centre for Faith, Justice and the Arts**

427 Bloor Street West Toronto ON M5S 1X7 416 922 8435 tsp@trinitystpauls.ca

Cheque Request

for Approved Expenditure or Reimbursement

- please print all information legibly
- attach original receipts for reimbursements
- submit completed form to TSP office - **Attention: Paul Stott**

Name/Address/Phone Number

AMOUNT:

\$ _____

Reason for Expense

Committee/Account to which expense is to be charged

Authorized Signature (Committee Chair, Staff etc.)

OFFICE USE ONLY

Cheque Number:

Date of Cheque: