

ASUS

CHEQUE REQUISITION FORM

Payable to		Committee/DSC	
Amount		Budget Line (if applicable)	
Date			
Email		Commissioner Approval	

Description of Expenditures

Please attach receipts to back – Cheques are available from receptionist upon completion.

For Office Use Only

Amount Given				Cheque Number	
Cheque Date				VP Approval	
Stub?	Y / N	Mail	File		