

DIVINE CHILD HIGH SCHOOL STUDENT ACTIVITIES

Financial Request Form

Name of Activity: _____

Requested by: _____

Amount Requested: \$ _____

Reason for Request: _____

CASH or
CHECK Made Payable to: _____

AUTHORIZED BY:

Advisor Date

Principal

Check No. _____

Recorded in Ledger: _____
(Initials & date)

*****Please make sure the Account in which the funds should be drawn from is listed.
***This form should be used when transferring funds from one account to another account.**