

WESTLAKE MIDDLE SCHOOL & HIGH SCHOOL
STUDENT ACTIVITIES

2024-25

DISBURSEMENT REQUEST

DATE _____

SCHOOL (Please Circle)

Middle School

High School

CLUB NAME _____

PLEASE ISSUE A CHECK TO

PAY TO THE ORDER OF _____

ADDRESS _____

IN THE AMOUNT OF \$ _____

INVOICE # _____

DESCRIPTION _____

APPROVED BY

STUDENT TREASURER

CHECK # _____

ISSUE DATE _____

FACULTY ADVISOR

BUILDING PRINCIPAL