



Sheffield - Sheffield Lake City Schools ISSUE A CHECK FORM

Sheffield-Sheffield Lake Schools
1824 Harris Road
Sheffield, OH 44054

- BHS BMS BIS

 Knollwood Forestlawn ELC

Date check needed:

- Return check to this office/school

 Mail to:

Pay to the Order of: _____ In the amount of \$_____

Student's name and ID# _____

Reason for reimbursement: _____

Requested by

Principal / Supervisor

Account Name	Account Number	Amount

For Office Use (BOE)

Check mailed and school secretary notified of reimbursement on _____