

LAGUNA CHINESE BAPTIST CHURCH 二埠華人浸信會  
Check Request/Reimbursement Form 支票申請/報銷表

Dept. to Charge: 支出部門:		Date: 申請日期:
Check payable to: 支票領受人:		Remarks: 備註
Supporting Documents: 支持文件: <input type="checkbox"/> Receipt 收據 <input type="checkbox"/> Invoice 單據 <input type="checkbox"/> Others 其他		
Reason for Purchase: 購買原因:		
Requested by: 支票申請人:	Authorized Signatory: 授權人簽名:	Amount: 款項數目:

Treasurer's Dept use only

Date:

Check No: