**ROTARY CLUB OF BAILEY’S CROSSROADS**

**CHECK/DISBURSEMENT REQUEST – DISPOSITION FORM**

1. **Request for Check/Disbursement:**
   1. Date:
   2. Requester:
   3. Payee:
   4. Amount:
   5. Purpose:
   6. Account: ***Mustang Raffle or BXRC Operating (circle one)***
2. **Check Authorization:**
   1. How/Who?
   2. Date:

Please make check payable and mail to:

1. **Check Processed:**
   1. Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   2. Check Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
   3. Account: *Mustang Raffle BXRC Operating*
   4. Amount: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. **Confirmation of Receipt**? *Yes No*

How? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_