GWINNETT COUNTY MASTER GARDENERS ASSN.

CHECK REQUEST

Please email completed form or mail to:

GCMGA Treasurer
1535 Hillside Oak Drive, Grayson, GA 30017

Date: _____

Check Requested By *:* _____

Payable to *(if different):* _____

Check Mailing Address: _____
(required)

_____

INSTRUCTIONS: ***Please print and attach any supporting documentation***

Project Name or Budget Item	***Name/Company***	***Description***	***Amount***
		Total Check Request:	**$0.00**

Please provide sufficient explanation so that expenses can be adequately reported to IRS.
GCMGA is a non-profit, but we are still subject to tax audit.

Treasurer's Use Only

Date Paid: **Check Number:** **Code(s):**