



**CHEQUE REQUEST VOUCHER**  
**Olds College Students' Association**

Date of Request: \_\_\_\_\_ Cheque Amount: \$ \_\_\_\_\_

Payable to: \_\_\_\_\_

Hold for pick up by: \_\_\_\_\_ Mail: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Explanation of cheque request: \_\_\_\_\_

\_\_\_\_\_

Requested by: Print name \_\_\_\_\_ Signature \_\_\_\_\_

<b>Club:</b> (Y/N) _____ If yes; Club Name: _____	
Club Faculty advisor: Print name _____	Signature _____
Club Pres. Or Treasurer: Print name _____	Signature _____

<b>Approved By:</b>	
_____	<i>Deborah Wilson</i> _____
<b>OCSA Executive – print name</b>	<b>OCSA General Manager – print name</b>
_____	_____
<b>OCSA Executive - signature</b>	<b>OCSA General Manager – signature</b>