



**THE ARTS & SCIENCE
UNDERGRADUATE SOCIETY**
of Queen's University

CHEQUE REQUISITION FORM			
PAYABLE TO:		BUDGET LINE:	
AMOUNT:	\$	COMMISSIONER APPROVAL:	
DATE:			
DESCRIPTION OF EXPENDITURES:			
<i>Please attach receipts to back – Cheques are available from the GM on the 2nd floor</i>			
FOR OFFICE USE ONLY:			
<i>Amount Given:</i>	\$	<i>Cheque Number:</i>	
<i>VP Approval:</i>		<i>Cheque Date:</i>	
		<i>Stub?</i>	<i>Y / N</i>
		<i>Mail</i>	<i>File</i>



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