



Appendix A

CHEQUE REQUISITION FORM

Date: _____

Amount Payable: \$ _____

Account Number (See list): _____

Payable to: _____

Address: _____
(Incl. Postal Code) _____

Purpose:

Signatures of two authorized signing officers:

1. _____ 2. _____

****Note:** - This must be accompanied with minutes of a meeting or an invoice.