



**COLLEGE READY.
CAREER READY.
LIFE READY.**

MIDDLESEX COUNTY MAGNET SCHOOLS STUDENT ACTIVITY FUNDS STATEMENT OF RECEIPTS AND DISBURSEMENTS

REQUEST FOR PAYMENT BY CHECK:

School _____

1. Name of Individual Making Request _____

2. Payee's Name _____

3. Amount \$ _____
Numerically Alphabetically

4. Purpose of Payment _____

5. Date of Request _____

6. Name of Club Activity, ect. _____

7. Check Number _____

**SUBMIT AT LEAST 24 HOURS IN ADVANCE.
SUBMIT WITH INVOICE.**

Principal's Signature