

# YAVGOP CHECK REQUEST FORM

Return Completed Form (with receipts or invoice) To:

**YAVGOP TREASURER, 112-B East Union Street, Prescott, AZ 86303**

**File in the Treasurer's Folder or put in a Brown Deposit Envelope and put in the Receipts Safe**

DATE:
PURPOSE: <input type="checkbox"/> Reimbursement (with receipts) <input type="checkbox"/> Pay Vendor Directly (with invoice)
OFFICE:
NAME:
ADDRESS:
CITY, STATE ZIP CODE:
PHONE:
EMAIL:

Arizona Revised Statutes 16-904. Treasurer; duties; records; civil penalty

E. The treasurer of a political committee is the custodian of the committee's books and accounts and shall keep an account of all of the following: ...

4. The name and address of every person to whom any expenditure is made, the date, amount and purpose or reason for the expenditure ...

DESCRIPTION	AMOUNT
<b>TOTAL</b>	

**OFFICE USE ONLY**

Date Received \_\_\_\_\_ Reimbursement Amount \$ \_\_\_\_\_ Voucher # \_\_\_\_\_

Date Paid \_\_\_\_\_ Check # \_\_\_\_\_ NBAZ Confirmation # \_\_\_\_\_