

**WHITEWATER HIGH SCHOOL
REQUEST FOR PAYMENT**

Date: _____

PO #: _____

Please Pay to: _____

AMOUNT TO PAY: _____ Dollars

Reason for Payment itemized below. Attach all supporting documentation such as, invoice, sales slip, registration form, charge card statement etc. and a copy of the purchase order.

Account #: _____

Requested by: _____

Dept. Chair Signature: _____

APPROVED: _____ DATE PAID: _____

CHECK #: _____ Amount Paid: _____