

## CRA PAYMENT REQUEST

To: CRA Treasurer OPEN BOX

Date

From:

Apt. #

Committee:

Make check payable to:

Address:

If payable to a Resident, Apt #

Date of Expense	Item and Explanation	Amount
	Total payment requested	

Please attach all receipts or invoices supporting these expense items.

Include explanations where appropriate.

Name only one payee per request.

Please allow seven days for payment.

Signature: \_\_\_\_\_

Approved by: \_\_\_\_\_ (Committee Chair or designee)

Revised 6/22/2023 (01)

For Treasurer's use:

Date received: \_\_\_\_\_ OK for payment: \_\_\_\_\_

Date paid: \_\_\_\_\_ Check no.: \_\_\_\_\_

Account: \_\_\_\_\_