



FRANKLIN HIGH SCHOOL BOOSTER CLUB CHECK REQUEST APPROVAL FORM (2022/2023)

*Check Requests are now being handled electronically.
This form is required for each check request to document approval.
All fields are required.*

Booster Group Name	<input type="text"/>
Amount Requested	\$ <input type="text"/>
Payee Name	<input type="text"/>

Approver Name	<input type="text"/>
Approver Signature*	<input type="text"/>
Date	<input type="text"/>

* Approver must be one of the authorized Booster Group representatives listed in the team/club's current Booster Club Account Registration Form.

To complete your request:

1. Please submit your Check Request via Google Forms:
<https://forms.gle/aEzD4e41qMi7ocjd7>
2. Upload a copy of this completed Check Request Approval Form along with any other documentation (i.e., invoices, receipts, etc.).

You may also download the Adobe Acrobat Reader app to complete this form on your smartphone. Through this app, you can fill and sign the form and upload directly to your on-line Check Request. It is quick, easy, and paperless!