



# GREAT LAKES REGION

OF THE UNITED STATES PONY CLUB

**Payment Request Form**

**Directions: Download Form, Complete, Save as pdf, then email to [treasurer@glrponyclub.org](mailto:treasurer@glrponyclub.org)**

Date \_\_\_\_\_

Due Date \_\_\_\_\_

Make payment to:

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Check here if this is a reimbursement

Date of Purchase or Service	Amount	Description of purchase or service

Printed Name of Requestor \_\_\_\_\_

Signature of Requestor \_\_\_\_\_

**Email form with receipts or invoices to [Treasurer@glrponyclub.org](mailto:treasurer@glrponyclub.org) or mail to Melynda Ziehm PO Box 276 Eastlake, MI 49626**

For Treasurer Use	
Check Number	
Check Date	
Check Amount	