

PENNSYLVANIA WING CHECK REQUEST  
FOR UNITS BELOW WING LEVEL

DATE OF REQUEST:  DATE NEEDED BY:

UNIT NAME  CHARTER NUMBER:

ISSUE CHECK TO:  
NAME OR COMPANY:  SQUADRON NUMBER:

RANK OR TITLE:

STREET ADDRESS:

CITY, STATE ZIP

E-MAIL ADDRESS

PHONE

ITEMIZED EXPENSES:	DESCRIPTION	ACCOUNT NUMBER:	AMOUNT
LINE 1	<input type="text"/>	<input type="text"/>	<input type="text"/>
LINE 2	<input type="text"/>	<input type="text"/>	<input type="text"/>
LINE 3	<input type="text"/>	<input type="text"/>	<input type="text"/>
LINE 4	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL AMOUNT OF CHECK			<input type="text" value="\$0.00"/>

IF CHECK AMOUNT IS \$200.00 OR MORE, DATE APPROVAL RECORDED IN FINANCE COMMITTEE MINUTES:

UNIT COMMANDER APPROVAL:  DATE:

UNIT FINANCE COMMITTEE MEMBER APPROVAL:  DATE:

UNITS BELOW WING LEVEL  
ACCOUNT NUMBERS PER CAPR 173-1

ACCOUNT #	DESCRIPTION	ACCOUNT #	DESCRIPTION
7042000	AWARDS	8135000	OTHER EQUIPMENT MAINTENANCE
7043000	SCHOLARSHIPS	8230000	PUBLICATIONS
7525000	ACCOUNTING & AUDIT SERVICES	8240000	PRINTING
7535000	PROFESSIONAL LEGAL SERVICES	831000	TRAVEL
7542000	OTHER PROFESSIONAL SERVICES	8475010	ENCAMPMENT EXPENSES
7685000	MISSION EXPENSE - OTHER	8475020	CADET ACTIVITIES
7710000	OFFICE SUPPLIES	8475030	DRUG DEMAND REDUCTION PROGRAM
7735000	EQUIPMENT PURCHASES	8475040	GLIDER FLIGHTS EXPENSE
7745000	COMMUNICATIONS EQUIPMENT PURCHASE	8476010	SENIOR ACTIVITIES EXPENSE
7810000	TELEPHONE & COMMUNICATION	8541000	CONFERENCE EXPENSE
7811000	INTERNET FEES	8710000	INSURANCE
7900000	POSTAGE & SHIPPING	9102000	BAD DEBTS
8015000	RENT	9241000	ADVERTISING
8020000	UTILITIES	9302000	MISCELLANEOUS EXPENSES
8080000	CONTRIBUTED FACILITIES/UTILITIES	9380000	INTEREST EXPENSE
8085000	FACILITY EXPENDITURE - OTHER	9430000	UNRELATED BUSINESS INCOME EXP.
8085400	FACILITY EXPENDITURE -UNITS	9432000	EXPENDITURES WITH CAPMART
8101000	VEHICLE MAINTENANCE	9435000	EXPENDITURES WITH NHQ - OTHER
8110000	EQUIPMENT LEASE	9436000	EXPENDITURES WITH REGION/WING
8130000	AIRCRAFT FUEL	9437000	EXPENSES W/ UNITS BELOW WING
		9438000	FUND RAISING EXPENSES