



Blacksburg Regional Art Association

Request for Transaction

Make one copy for BRAA and retain one copy for your records. Submit BRAA copy to BRAA Treasurer: Treasurer@BlacksburgArt.org along with a copy or original of substantiating documents.

The Undersigned requests the following Transaction to/from BRAA official funds:

CHECK ONE BOX:

PAYMENT - Check in the amount of \$ payable to: (include full name and mailing address in box below.)

DEPOSIT a total of \$ in checks to the credit of (check one)

- BRAA
- Nadine Allen Memorial Fund
- New River Art Biennial

From	Purpose	Check #	Date of Check	Amount

Attach all checks listed above to this request. Total of 4 checks per request. If checks go into different accounts you must use separate Request for Transaction for each one

Print name of Requester:

Signature of Requester: _____

Date: