

**JUDSON COLLEGE**  
**MARION, ALABAMA 36756**

REQUEST FOR DISBURSEMENT  
----- CHECKS ONLY -----

DATE: \_\_\_\_\_ (Date Request Turned In)

TO: BUSINESS OFFICE

FROM: \_\_\_\_\_

REPRESENTING: \_\_\_\_\_ DEPARTMENT

ISSUE CHECK TO \_\_\_\_\_

AMOUNT \_\_\_\_\_

FOR \_\_\_\_\_  
Explanation of Service

ADDRESS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ISSUE BY 9 A.M. ON \_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Account Number

(Note: Please Attach Any Necessary Supporting Documents)

**FOR BUSINESS OFFICE USE ONLY:**

RECEIPT OF REQUEST: \_\_\_\_\_

DATE RECEIVED: \_\_\_\_\_

TIME: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_