

United Daughters of the Confederacy®
Virginia Division

Request for Division Check
Payment of Award, Prize, Obligation, Donation, etc
(A separate form is needed for each check/award/prize/obligation)

Requested by _____ Office _____

Award/Prize/Obligation _____

Date Check needed _____

Amount of Check _____

Payee Name _____

Send check to _____
(if not requester)

Please mail to: Debbie Thomas
541 Kimble Road,
Berryville 22611-2453

or e-mail to: virginiacrow@comcast.net
(540) 303-3330

Please use this form to request the Division Treasurer to provide you a Division check for an award, prize, medal, or obligation of Virginia Division. Included are Chapter awards and prizes awarded at Annual Division Convention, Military Service Award, Winnie Davis Medal, Jefferson Davis Historical Gold Medal, Stonewall Jackson Award, Judah P. Benjamin Award, essay awards, and academic awards. This form should be used to request a Division check to present as an award or to pay for an award. Use this form to request a check for payments specified in Division Bylaws and Standing Rules or payments approved by the Division.

Please see Standing Rules 4f, 4g, and 9 concerning Convention prizes and expenses, and CofC support..

Use the Expense Account Form for reimbursement of Office expenses (postage, copying, etc.)

Received by Treasurer _____/_____/_____ Paid \$ _____ Check # _____ Date _____/_____/_____