CHEQUE REQUEST

AIR ROAD PRODUCTIONS LTD.
1950 FRANKLIN STREET, VANCOUVER, BC, V5L 1R2
PHONE: 604-257-4720   FAX: 604-257-4739

INVOICE (INCLUDING GST#, IF APPLICABLE) MUST BE ATTACHED
INSUFFICIENT INFORMATION WILL DELAY PROCESSING

DATE OF REQUEST: _____
.
AMOUNT REQUESTED: _____   **NET AMOUNT: $** _____
                                              (Including PST)

☐ **CDN**   ☐ **US**   **GST:**   **$** _____

VENDOR INFO:

CHEQUE PAYABLE TO: _____

ADDRESS, CONTACT NAME, PHONE #: _____

_____**GST #:**_____

PURPOSE OF REQUEST:

☐   **DEPOSIT**   ☐   **RENTAL FROM:** _____   **TO:** _____

☐   **PURCHASE**   **DATE OF PICKUP FROM ACCOUNTING** _____ **or**   ☐ **MAIL**

DESCRIPTION OF USAGE:
_____

_____

REQUESTED BY: _____   **DEP. APPROVAL:** _____

DEPARTMENT: _____   ____   **PROD. APPROVAL:** _____

ACCOUNTING ONLY:	acct. distr.	_____	$ _____
		_____	$ _____
TRANS. # _____		_____	$ _____