

FLORIDA WING CHECK REQUEST  
FOR UNITS BELOW WING LEVEL

DATE OF REQUEST:

UNIT NAME

CHARTER NUMBER:

ISSUE CHECK TO:  
NAME OR COMPANY:

STREET ADDRESS:

CITY, STATE ZIP

E-MAIL ADDRESS

PHONE

	DATE OF INVOICE	DESCRIPTION	ACCOUNT NUMBER:	AMOUNT
LINE 1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
LINE 2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
LINE 3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
LINE 4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

TOTAL AMOUNT OF CHECK

**IF CHECK AMOUNT IS MORE THAN \$500.00 , FINANCE COMMITTEE APPROVAL MUST BE COMPLETED:**

AUTHORIZED APPROVER - PRINT NAME

AUTHORIZED APPROVER - SIGNATURE

DATE:

UNIT FINANCE COMMITTEE MEMBER - PRINT NAME

UNIT FINANCE COMMITTEE MEMBER - SIGNATURE

DATE:

UNITS BELOW WING LEVEL  
ACCOUNT NUMBERS PER CAPR 173-1

ACCOUNT #	DESCRIPTION	ACCOUNT #	DESCRIPTION
7120000	AWARDS	8230000	DUES & PUBLICATIONS
7135000	SCHOLARSHIPS	8230100	PRINTING
7520000	PROFESSIONAL SERVICES	8310000	TRAVEL
		8475010	ENCAMPMENT EXPENSES
7696000	VEHICLE FUEL-MISSION EXPENSES	8475180	CADET ACTIVITIES
7695000	MISSION EXPENSE - OTHER	8475030	DRUG DEMAND REDUCTION PROGRAM
7697000	AIRCRAFT FUEL	8475040	GLIDER FLIGHTS EXPENSE
7700100	OFFICE SUPPLIES	8475060	IACE EXPENSES
7701000	COST OF SALES-ITEMS TO BE RESOLD	8476050	SENIOR ACTIVITIES EXPENSE
7735000	EQUIPMENT PURCHASES	8540000	UNIT EVENTS-BANQUETS ETC.
7745000	COMMUNICATIONS EQUIPMENT PURCHASE	8700000	INSURANCE
7810000	TELEPHONE & COMMUNICATION	8820000	PROFESSIONAL DEVELOPMENT ACTIVITIES
7813000	INTERNET FEES	9240000	ADVERTISING
7900000	POSTAGE & SHIPPING	9302000	SMALL MISCELLANEOUS EXPENSES
8010000	RENT	9306100	FUND RAISING EXPENSES
8015000	UTILITIES	9306200	RAFFLE EXPENSES/PRIZES
8085000	OTHER FACILITY EXPENDITURE	9401010	EXPENDITURES WITH NHQ-DUES
8120000	VEHICLE MAINTENANCE	9510090	EXPENDITURES WITH REGION
8121000	EQUIPMENT LEASE	9520010	EXPENDITURES WITH WINGS-PROF. FLYING
8123000	OTHER EQUIPMENT MAINTENANCE	9530070	EXPENSES WITH OTHER UNITS-ACTIVITIES

Send this and receipt to: Amy Andrickson, FLWG CAP, 4040 Crossfield Way, Suite 6, Lakeland, FL 33811 or [aandrickson@flwg.us](mailto:aandrickson@flwg.us)