State

City

100 EAST COLLEGE AVENUE, PORTERVILLE, CA 93257 | (559) 791-2319 | (559) 791-2308 |

Zip

REQUISITION # (559) 791-2488 *Fax* |

Date

pcfoundation@portervillecollege.edu

Phone

Pay to ID# Fund # Fund Name

Address Requestor Signature Date Phone

Approval Signature

			nvoice Description	on				Amount
						Total Invo	ice	
Mail Check? ☐ No ☐ Yes				Bus	Business Office Only: Accrued Tax		ax	
						TOTAL		\$
			Scholarsh	nip Informatio	n			
Scholarship Amou	int	\$		Semeste	Semester			
Payment #		of		Payment	Payment Amount			
Special Instruction	ns:							
Treasurer/Executive Director Signature Date								
	_							
CODE	Fund Acct Res		Act	Act Other		Ву	Date	
							,	
POSTED By					Date		CHECK	#

Updated 5/16/19 Foundation Requisition

Copy to: Requestor

Original to: Foundation Office