

Check Release Form

Organization Issuing Checks: _____

Make check payable to:	Check Number	Date Check Issued	Check Amount
The following person is approved to pick up the check:	Signature of Check Recipient ↓↓↓		Date Check Picked-Up

Make check payable to:	Check Number	Date Check Issued	Check Amount
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Instructions for check issuer: Complete all entries in gray sections
Instructions for check recipient: Complete all entries in white boxes