

**OKLAHOMA LIBRARY ASSOCIATION
TREASURER'S AUTHORIZATION FOR PAYMENT**

Amount:

Payee:

Address

Debit (Executive Director will complete):

For:

Submitted by: _____ **Date:** _____

PAYMENT APPROVED

Date Approved:

President's Signature:

Date Paid:

Check Number:

Treasurer's Initial:

**NOTE: BEFORE PAYMENT CAN BE MADE BE CERTAIN THAT THE FUNDS
REQUESTED HAVE BEEN INCLUDED IN THE OLA BUDGET AND THAT THIS
REQUISITION FOR FUNDS HAS BEEN APPROVED BY THE PRESIDENT. THE
TREASURER'S AUTHORIZATION FOR PAYMENT AND APPROPRIATE RECEIPTS
MUST BE SENT TO THE EXECUTIVE DIRECTOR:**

**Kay Boies
300 Hardy Drive
Edmond, OK 73013**