

Unit city location \_\_\_\_\_ Unit # \_\_\_\_\_  
Date \_\_\_\_\_ Dist # \_\_\_\_\_

**PAYMENT INSTRUCTIONS – Make your check payable to ALA**

This form is to be used only if you don't have the *General Fund* or *Poppy Fund* donation sheet. Only the programs listed on those forms, we will accept donations for. Please print legibly.

Check # \_\_\_\_\_ Check amount \$ \_\_\_\_\_

Program/Purpose \_\_\_\_\_

Contact Person/Title \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

Department will implement a \$25.00 administrative fee for checks returned by the bank

This form may be reproduced

updated 7/21

**Cut here**

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