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CAMPUS ORGANIZATIONS

RECEIPT LETTERS

Date: _____

Organization Name: _____

Account Number: _____

Check Number: _____

Receipts for the check made out to _____ for the amount of \$ _____

are not available because _____

_____.

Our organization recognizes and authorizes that the funds were used for _____

_____.

Thank you for your help in this matter.

Name: _____

Signature: _____

Position in Organization: _____