





*Please request at least 30 days before presentation

CHECK REQUEST INFORMATION			
DATE REQUESTED:	DATE NEEDED:	AMOUNT OF CHECK: \$	
NAME OF FUND:			

REQUESTED BY:

PHONE:

EMAIL:

CHECK DETAILS & MAILING INFORMATION

CHECK MADE PAYABLE TO: (Student, school, or organization only)

NAME: STREET ADDRESS/PO BOX: CITY: STATE: ZIP: PHONE: SPECIAL MAILING INSTRUCTIONS: (Chapter, Endowment Holder, etc.)

APPROVALS			
APPROVED BY:	TITLE:	DATE:	
REGIONAL DIRECTOR SIGNATURE: (when applicable)		DATE:	

RETURN REQUEST TO EAF AT LEAST 30 DAYS BEFORE CHECK IS NEEDED

BY MAIL: Educational Advancement Foundation / EAF 5656 South Stony Island Avenue | Chicago, IL 60637

BY EMAIL: akaeaf@akaeaf.net BY FAX: 773-947-0277

QUESTIONS? CONTACT EAF - PHONE: 773-947-0026 | EMAIL: akaeaf@akaeaf.net | WEBSITE: www.akaeaf.org