

**CITY OF PETALUMA, CA  
REQUEST FOR PAYMENT**

DATE: \_\_\_\_\_

CHECK PAYEE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, ST, ZIP: \_\_\_\_\_

DESCRIPTION \_\_\_\_\_

REQUESTER'S NAME \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

ACCOUNT NUMBER TO BE CHARGED:

fund	cost center	object	amount
			-

TOTAL

**OR**

PROJECT STRING TO BE CHARGED:

project number	phase	task	subtask	amount

TOTAL

**DON'T MAIL---RETURN TO** \_\_\_\_\_

**PRIORITY DUE DATE** \_\_\_\_\_