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THE LINKS, INCORPORATED

OFFICIAL REQUEST FOR FUNDS

Date of Request 3/25/53

Name of Officer and Office Alice C. Hayes, President Niagara-Buffalo Chapter

Address 424 Memorial Pkwy, Niagara Falls, New York

I wish to request funds from the National Treasury of Links,, Incorporated as follows:

(Be sure to attach all Receipts, Bills Statements, etc.)

PURPOSE	AMOUNT	TOTAL
1. Travel (Round-Trip) To: From:		
2. Office Expense (Postage, Supplies, Clerical Services, etc.)		
3. Printing (and Distribution of same)		
4. Equipment (For Offices, Files, etc.)		
5. National Assembly	250 ⁰⁰	250 ⁰⁰
6. Executive Board		

Instructions:

1. REQUESTING OFFICER

Make 4 copies, send all copies to Financial Secretary (1 will be returned by the Treasurer-attached to you check)

Alice C. Hayes
Signature of Requesting Officer

2. FINANCIAL SECRETARY

Assign number to Official Authorization. Attach Official Authorization to Officers' Request and receipts, etc., and forward to National President for signature of approval.

B. B. Miller 3/23/53
Signature of Fin. Sec. Date

3. NATIONAL PRESIDENT

Send all copies, with receipts, etc., to National Treasurer for payment.

Samuel S. Smith 3/28/53
Signature of Natl. Pres. Date

4. NATIONAL TREASURER

Receives all copies of Official Request and Authorization. Signs all copies indicating that she has received and issued payment as per Authorization. Returns signed copies to designated officers.

Dorothea M. Reed 4/8/53
Signature of Treas. Date Paid