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**Fund Transfer Form**

(Use this form for **ALL** fund transfers between **ANY** groups in the Society)

To:

From:

Check No: Date: Amount:

This check is being listed in **OUR** report as:

 Transfer to Another Group Within Kingdom

 Transfer to Kingdom Newsletter or Outside the Kingdom

 Other Expense (Please Explain)

You must list this check in **YOUR** report as:

 Funds Received from Another Group Within the Kingdom

 Funds Received from Kingdom Newsletter or Outside the Kingdom

 Other Income (Please Explain)

 Copy sent with check

 Copy to Kingdom or Principality Exchequer

 Copy to Office or Officer that is making or receiving donation

 Copy for Reeve's File