

\_\_\_\_\_  
Date

\_\_\_\_\_  
Client Name

\_\_\_\_\_  
Client date of birth

\_\_\_\_\_  
Email address or Phone number

\_\_\_\_\_  
Authorized Rep Name & Authorized Rep Phone number (if applicable)

\_\_\_\_\_  
Authorized Rep Email address or Phone number (if applicable)

**Requested Amount:**

\$ \_\_\_\_\_

**Request Money For:**

- \_\_\_\_\_ To Pay a Bill
- \_\_\_\_\_ Personal Spending Money
- \_\_\_\_\_ Specific Purchase (Please Specify) \_\_\_\_\_

**Who should the check be made out to?**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Account # / Invoice # / Bill #: \_\_\_\_\_

Where is the check to be mailed if different from the above address? For instance, the check can be made out to a client but sent to an authorized rep's address.

Name: \_\_\_\_\_  
Address: \_\_\_\_\_

**It is the responsibility of the client and/or authorized rep they are working with to submit receipts for all purchases to Help Me Budget Inc.**

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Guardian or Authorized Representative Signature (If Applicable)