IRC Literacy Support Grant
Payment Request Form

Legible receipts or invoices must be attached to receive payment. Please forward a payment request for invoices being sent to and paid directly by IRC. Only approved items within the approved budget amount will be honored. Make copies of this form if you will be submitting receipts more than one time.

Program/Project Title:
Contact Name: Phone:
Email: Total Amount Approved:

Requests should be postmarked by June 1st to receive payment.

<table>
<thead>
<tr>
<th>Description of Item</th>
<th>Quantity</th>
<th>Cost Per Item</th>
<th>Total Cost</th>
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Total Payment Request: $___________

Receipts/Invoices submitted by: _____________________________ Date: ______________

Make check payable to: __________________________________________

Mail to: _______________________________________________________

Address: _______________________________________________________

City: ________________ State: ________________ Zip: ________________

Send completed form, invoices, and receipts to:
Illinois Reading Council
Attn: Literacy Support Grants
1100 Beech Street
Building 8, Suite 2
Normal, IL 61761