



Better banking. Higher purpose.

P.O. Box 2400  
Brea, CA 92822-2400  
800.634.3228 714.671.5705 (International) Fax: 714.671.5775

# CASH ORDER REQUEST FORM

Complete electronically and submit using online banking messages. Or use black ink and mail or fax.

DATE OF REQUEST
Please contact AdelFi to confirm availability of currency before placing order. Please allow a minimum of 5 business days for AdelFi to prepare your cash order.

## 1) MEMBER DETAILS

MINISTRY/MEMBER NAME	REQUESTED BY	
CONTACT PHONE (INCLUDE EXT)	EMAIL ADDRESS	ACCOUNT NUMBER
PURPOSE OF FUNDS (REQUIRED) For international use, identify country		

## 2) PICKUP DETAILS

<input type="checkbox"/> ARMORED PICKUP	
COURIER NAME	
PICKUP DATE (Please coordinate with your courier service to confirm)	DELIVERY DATE (Date cash order arrives at ministry)

## 3) CASH ORDER DETAILS

### New Currency

AMOUNT REQUESTED	DENOMINATION
\$	Ones
\$	Fives
\$	Tens
\$	Twenties
\$	Fifties
\$	Hundreds

### Available Currency

AMOUNT REQUESTED	DENOMINATION
\$	Ones
\$	Fives
\$	Tens
\$	Twenties
\$	Fifties
\$	Hundreds

### Rolled Coin

AMOUNT REQUESTED	DENOMINATION	LEGEND
\$	Pennies	1 Roll = \$0.50
\$	Nickels	1 Roll = \$2.00
\$	Dimes	1 Roll = \$5.00
\$	Quarters	1 Roll = \$10.00

**NOTE:** We can only provide coin by the roll

TOTAL AMOUNT REQUESTED: \$ \_\_\_\_\_

ADDITIONAL INFORMATION

## 4) MEMBER AUTHORIZATION

<b>X</b>	_____	_____
	AUTHORIZED SIGNER	PRINTED NAME

If this form is not completed, it may delay availability of funds.

AdelFi INTERNAL USE ONLY

Date Received	Received By	Prepared By	Order Pick Up/Delivery Date