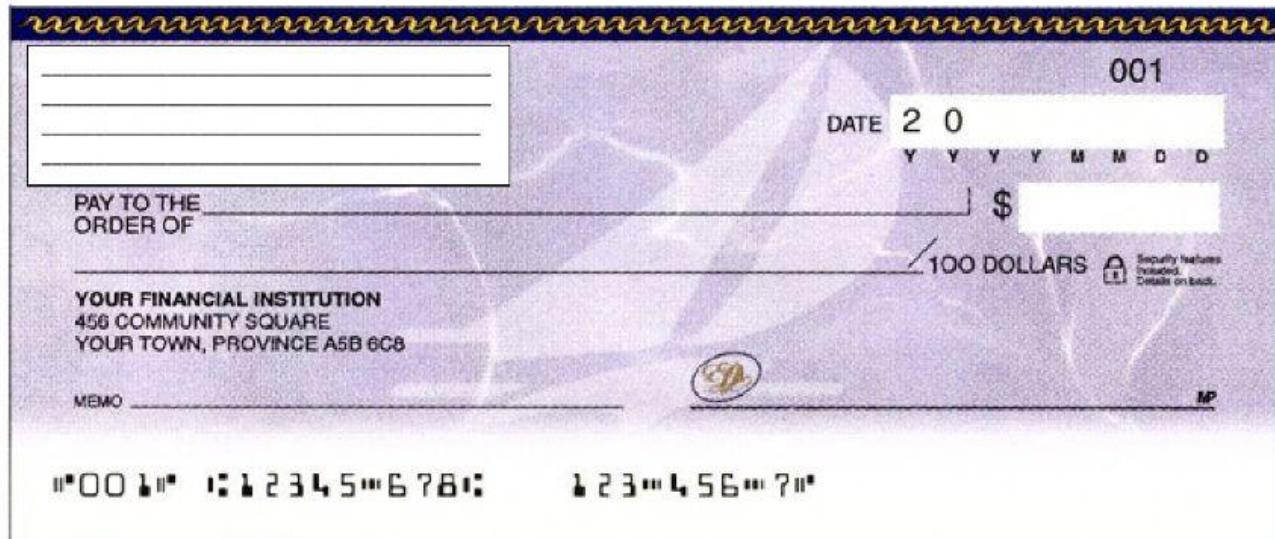


CLB 2 Writing Cheques – Getting Things Done – Skill Using

Read the information and drag the words in the right place. *Student Good*

Tom Wayner needs to pay Union Bakery \$35.30 for the bread delivery by March 2, 2018. He lives on 677 Long Road, Hamilton, ON., O6R-3R4



CLB 2 Writing Cheques – Getting Things Done – Skill using

Read the information and drag the words in the right place.

Student Good

You want to pay your internet to Bell Canada. Your payment is due on March 15, 2018. The amount due is \$52.35. Don't forget to write **your name** and **address** on the cheque.

The form is a blank cheque template. It includes the following fields:

- PAY TO THE ORDER OF:** This field is empty.
- DATE:** The date is filled in as **001 D D M M Y Y Y Y**.
- AMOUNT:** The amount is filled in as **100 DOLLARS**.
- YOUR FINANCIAL INSTITUTION:** The address is filled in as **456 COMMUNITY SQUARE YOUR TOWN, PROVINCE ABB BCS**.
- MEMO:** This field is empty.
- Signature Line:** There is a large, empty rectangular area for a signature.
- Security Features:** A small logo with the text "Security Features" and "Secured" and "Dynamilock".