

CLB 2 Writing Cheques – Getting Things Done – Skill Building

Match the words



1. automated teller machine [ATM] (n)

a) an amount of money used to pay a bill



2. cheque (n)

b) a bank machine



3. signature (n)

c) a bank form people use as money

4. payment (n)

d) a person's name in their own handwriting

5. landlord (n)

e) a person who owns a building or apartment and rents it to other people

signature of cheque writer

cheque number

name of bank

address of cheque writer

company to receive payment

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John Doe 123 Anywhere Street Ottawa, ON	No.155
February 19, 2011	
Pay to the Order of <u>Bill's Appliances</u>	\$ <u>350.00</u>
<u>Three Hundred and Fifty</u>-----	DOLLARS
 Bank of Canada Ottawa, ON	<i>John Doe</i>
MEMO <u>Stove</u>	
01001 0111332200233 1142232	

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