

# CHECK REQUEST

VOUCHER No. \_\_\_\_\_

**PLEASE PRINT ALL DATA CLEARLY**

To: \_\_\_\_\_ Financial Secretary

I, \_\_\_\_\_ am in need of a check in the amount  
of \_\_\_\_\_ dollars 

--	--

Made payable to: \_\_\_\_\_

Requested by: \_\_\_\_\_

Reason for expenditure: \_\_\_\_\_

Grand Knight Approval: \_\_\_\_\_

Approval of Trustees: 1. 



 2. 



 3. 



 Date Approved; / /

NO CHECK WILL BE WRITTEN WITHOUT PROPER APPROVAL  
NO CHECK WILL BE WRITTEN WITHOUT A BILL FOR THE ITEM BEING PURCHASED  
**ATTACH ALL BILLS TO THIS REQUEST**



-----  
Cut here