



Family of Man Knights of Columbus Council 7566  
 c/o St John Neumann Parish  
 11900 Lawyers Road  
 Reston, VA 20191

*Check Request Form/Order on the Treasurer*

Make Check Payable To:	
Address:	
City, State, ZIP:	
Telephone:	

Purpose of Expense (check one only)      Fraternal Benefit      Council Operations      Fundraising Expense      Charitable Disbursement

<u>Date</u>	<u>Description</u>	<u>Amount</u>	(Treasurer's Use Only) <u>Expense Category</u>
Subtotal			
Less cash advanced			
Total Due			

*Receipts must be submitted with the check request.*

Requested by (typed name)		Date	
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For office use only

Approval Signatures

Received		Financial Secretary	Date	
Approved for payment		Grand Knight	Date	
Payment issued		Treasurer	Date	

<u>Check Number</u>	<u>Date of Check</u>	<u>Amount of Check</u>