Knights of Columbus
Council 3880
Expense Tally sheet

Vendor / <u>Name you want on the check</u>:

_____ _____ (Please Print)

Requesting council member: (if different from above)

_____ (Please Print)

Project Name:

_____ _____ (Please Print)

Date: _____/_____/20_____

Description of Expense	Amount
	Total:

Please add Description of expense and amount then total.
Staple receipts to this page and return to the Financial Secretary.

For council use only

Voucher#:_____

Check#:_____