

FIRST CHINESE BAPTIST CHURCH
CHECK REQUEST/DEPOSIT VOUCHER

Accounting Use Only

Date: _____

GL Code

Amount

Request by _____
 Deposit

_____	_____
_____	_____
_____	_____
_____	_____

Approved by: _____ CE, D, T

Amount: _____

Payable to: _____

Mail _____

Taken _____

Reason: _____

Check No. _____ Check Date _____

Attach all receipts. Make Copies for: treasurer, Board of CE/Deacons/Trustees, department

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