

SECOND CALVARY BAPTIST CHURCH

2940 Corprew Avenue

Norfolk, Virginia 23504-4111

Voucher Number: _____

Date: _____

PLEASE ISSUE CHECK _____

AMOUNT OF CHECK _____

CHART OF ACCOUNTS NUMBER _____

ACTIVITY/PURPOSE OF CHECK _____

CHECK REQUESTED BY _____

APPROVED BY: _____

Ministry Elder _____

DATE CHECK NEEDED: _____

(Reminder – A request must be submitted three weeks prior to the date needed)

RETURN CHECK TO: _____

CHECK AUTHORIZATION

TRUSTEE TANYA KEARNEY _____

TRUSTEE PHILLIP BROOKS: _____

DR. GEOFFREY V. GUNS: _____