

**ARIZONA STATE COUNCIL
KNIGHTS OF COLUMBUS
GENERAL FUND**

EXPENSE FORM - Rev. July 2018

VOUCHER # _____

ROW #	DATE	PURPOSE	TO	R/T MILES	EXPENSES										TOTALS
					250 \$0.33 per Mile	250 Travel: Meals, Lodging	214 Ceremonials	233 Membership	251 Office, Facilities, Publicity	252 Insurance, Accounting, Tax	253 Meetings	254 Youth & Family Programs	255 Church Activities		
1															
2															
3															
4															
5															
6															
7															
8															
9															
10															
TOTAL:															

SEE BELOW FOR NEW ACCOUNT GROUPING DEFINITIONS IF UNSURE WHAT COLUMN(S) TO USE

ROW #	EXPLANATION OF EXPENSES (USE ADDITIONAL SHEETS IF NECESSARY)
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

All expenses must be supported by receipts and explanation.

Pay To: _____

I certify the foregoing to be a true and correct statement of expenses incurred by me.

Approved by State Deputy: _____

Signature _____

Date of Approval: _____

Printed Name _____ Office _____

CHECKED BY State Sec: _____

Address _____

CHECKED BY State Treas: _____

City _____ State _____ Zip _____

Date _____ Phone _____

Email _____