



**ETTIE LEE HOMES, INC.  
CHECK REQUEST**

Pay to: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Requested: \_\_\_\_\_  
Date Needed: \_\_\_\_\_

<u>Items Description</u>	<u>G/L Account #</u>	<u>Amount</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Requested By: \_\_\_\_\_

Approved By: \_\_\_\_\_

**Accounting Use Only**  
 VO# : \_\_\_\_\_ VENDOR #: \_\_\_\_\_  
 INV. # \_\_\_\_\_  
 INV. DATE: \_\_\_\_\_  
 AMOUNT: \_\_\_\_\_  
 DUE DATE: \_\_\_\_\_  
 G/L # \_\_\_\_\_



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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Requested By: \_\_\_\_\_

Approved By: \_\_\_\_\_

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