

**Epiphany of Our Lord Catholic Church**

3050 Walton Rd, Plymouth Meeting, PA 19462-2361

Phone: 610-828-8634 \* Fax 610-828-1802

[Businessmanager@epiphanyofourlord.com](mailto:Businessmanager@epiphanyofourlord.com)

**CHECK REQUEST FORM**

Date of Request: \_\_\_\_\_

Payee: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
(Only if new or change of address applies)

Amount of Check \$ \_\_\_\_\_ Due Date: \_\_\_\_\_

Account # or Facility:  **Rectory**  **Church**  **REP**  **YM**

Description: \_\_\_\_\_

\_\_\_\_\_  
(Please describe purchase, service or event for Epiphany's accounting records)

**Always attach supporting documentation, e.g. invoice, receipt, cash exchange  
and submit to the Business Manager in the Parish Office.**

Check requested by: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Approved: Fr. Quindlen \_\_\_\_\_ JoAnn: \_\_\_\_\_