

Request for Check

Check Number _____

All checks payable to an individual person must be accompanied by receipt, invoice, or other documentation.

Payable to _____

Address _____

City _____ Zip _____

Amount _____ Date _____

For _____

Requested by _____

Charge to (if check is from more than one line item, list amounts below)

Budget Line Items:

- | | |
|------------------------------------|---------------------------|
| _____ Adult Christian Education | _____ Prayer Ministries |
| _____ Childcare Ministry | _____ Retreats |
| _____ Children's Ministries | _____ Session |
| _____ College Ministries | _____ Stewardship |
| _____ Computer Support/Maintenance | _____ Vacation Bible Camp |
| _____ Custodial Supplies | _____ Van Maint./Ins. |
| _____ Deacon's Ministries | _____ Worship |
| _____ Fellowship | _____ Young Adults |
| _____ Group Life | _____ Youth Ministries |
| _____ Library | _____ Other Budget Line: |
| _____ Membership/Newcomers | _____ |

Designated Funds:

- | | |
|--|------------------------------|
| _____ Office Postage, Supplies, Etc. | _____ Wed. Night Dinner |
| _____ Outreach: <input type="checkbox"/> Local <input type="checkbox"/> Global | _____ Acts 4:32 Fund |
| | _____ Youth Mission |
| | _____ Other Designated Fund: |
| | _____ |



Request for Check

Check Number _____

All checks payable to an individual person must be accompanied by receipt, invoice, or other documentation.

Payable to _____

Address _____

City _____ Zip _____

Amount _____ Date _____

For _____

Requested by _____

Charge to (if check is from more than one line item, list amounts below)

Budget Line Items:

- | | |
|------------------------------------|---------------------------|
| _____ Adult Christian Education | _____ Prayer Ministries |
| _____ Childcare Ministry | _____ Retreats |
| _____ Children's Ministries | _____ Session |
| _____ College Ministries | _____ Stewardship |
| _____ Computer Support/Maintenance | _____ Vacation Bible Camp |
| _____ Custodial Supplies | _____ Van Maint./Ins. |
| _____ Deacon's Ministries | _____ Worship |
| _____ Fellowship | _____ Young Adults |
| _____ Group Life | _____ Youth Ministries |
| _____ Library | _____ Other Budget Line: |
| _____ Membership/Newcomers | _____ |

Designated Funds:

- | | |
|--|------------------------------|
| _____ Office Postage, Supplies, Etc. | _____ Wed. Night Dinner |
| _____ Outreach: <input type="checkbox"/> Local <input type="checkbox"/> Global | _____ Acts 4:32 Fund |
| | _____ Youth Mission |
| | _____ Other Designated Fund: |
| | _____ |

