

Request for Payment

Place Completed Form in Treasurer Box or
 E-mail requests to the Bookeeper:rsbrock88@gmail.com

Date : _____
xx/xx/xx

Person Making Request: _____

Check to be made out to: _____
 If different than person making request

Amount: _____

Disbursement Category:

If more than one category, please enter amount for each.

Please attach, or place in the treasurer's bin in the church office, any receipts.

Property Team		Office	
Christian Dev		Missions	
Finance		Local Aid	
Diaconate		Mem. Fund	
Worship		Other	

Authorized By: _____
 Appropriate Council or Team Member, or Supervisor

Remarks:

Treasurer's Use Only: Account Code # _____

Check # _____