

- EXPENSE VOUCHER

Make Check Payable to: _____

Send Check to _____ BOX # _____

Item(s) purchased (please attach **all** receipts) _____

TOTAL _____

PLEASE CHECK COMMITTEE OR ACCOUNT TO BE CHARGED

Leadership

Stewardship 5.2.015 Board 5.2.010

Fund Raising Auction 5.2.020 Fund-A-Thon 5.2.025 Music Fundraising 5.6.050

Personnel

- Prof. Expenses **James** 5.3.014
- Prof. Expenses **Melinda** 5.3.044
- Prof. Expenses-**Paula**- 5.3.024
- Childcare/Nursery 5.3.080
- Janitorial Service 5.4.120

Operations – Maintenance & Repair

- Maintenance (Bldg/Grounds) 5.4.010
- Aesthetics 5.4.011
- Memorial Garden 5.4.012

Operations – Usage

- Water 5.4.060
- Sewer 5.4.070
- Garbage 5.4.080
- Electricity 5.4.090
- Natural Gas 5.4.100
- Supplies 5.4.110

Office

- Phone 5.5.010 Internet 5.5.015
- Equipment 5.5.040 Office Supplies 5.5.050 Postage 5.5.051

Welcoming/Worship/Learning/Fellowship/Family Ministries

- | | |
|---|---|
| <input type="checkbox"/> ARE 5.6.060 | |
| <input type="checkbox"/> Caring 5.6.071 | <input type="checkbox"/> Outreach 5.6.010 |
| <input type="checkbox"/> Family Ministries 5.6.090 | <input type="checkbox"/> OWL 5.6.091 |
| <input type="checkbox"/> Fellowship | <input type="checkbox"/> Retreat 5.6.074 |
| <input type="checkbox"/> Handbell Fund 5.6.051 | <input type="checkbox"/> Scroll 5.6.110 |
| <input type="checkbox"/> Hospitality/Coffee 5.6.070 | <input type="checkbox"/> Share the Basket 5.6.083 |
| <input type="checkbox"/> Meditation Retreat 5.6.075 | <input type="checkbox"/> Social Justice 5.6.080 |
| <input type="checkbox"/> Members Coffee 5.6.086 | <input type="checkbox"/> Special Collection 5.6.106 |
| <input type="checkbox"/> Membership 5.6.020 | <input type="checkbox"/> Worship-Sunday Service 5.6.030 |
| <input type="checkbox"/> Ministerial Discretion 5.6.105 | <input type="checkbox"/> Worship – Music 5.6.040 |
| <input type="checkbox"/> Microbank 5.6.085 | <input type="checkbox"/> YRUU Expense 5.6.093 |

Committee Chair Approval

Date submitted

For Office Use: Paid by Check # _____

Date Paid _____