

Accounts

Administration

1000 Advertising
1075 Computer
2025 Costco
2050 Furniture
3000 Misc Supplies
3025 Postage/PO Box
3050 Visitor Packet/Info
3075 Website

Administration

3100 Equip Upgrade
3125 Supplies

Building/Grounds

3150 Baptistry
3175 Equip
3300 Maint/Repairs/Supplies
3325 Misc

Education

3375 Adult
3380 Ladies Class
3425 Nursery
3430 Age 2-Grade 6
3450 Resource Rm
3475 Teen Curriculum
3500 Teen Discretionary
3525 Teen Van Rental
3530 Singing Workshop

Fellowship

3560 Connections
3575 Events: Christmas Program
3576 Events: Family Camp
3577 Events: Free Day
3578 Events: Harvest Festival
3579 Events: Meal Supplies
3600 Life Groups
3625 Misc
3650 Visiting Ministers

Missions

3705 DBCC/Shed
3715 Misc
3725 Mission Sun

Outreach

3800 Bibles

Women's Ministry

4375 Cards
4400 Women's Activities
4425 Decor/Floral

Worship

4450 Software Improvements

Reimbursement Request Purchase/Refund Voucher

Date: ____ / ____ / ____

***Please be advised reimbursement will not be issued
without proper approval signature.***

Please attach receipts in order to back of form.

Account	Description	Amount
<i>Please continue on back, if necessary.</i>		<i>TOTAL</i>

☐ church card transaction

☐ check to be made payable to:

please print

Approval Signature

**** Please forward to Treasurer for payment processing. ****