

**Friendship Church Of Christ  
Funding or Reimbursement Request**

Date Requested: \_\_\_\_\_ Requested By: \_\_\_\_\_

Make Check Payable To: \_\_\_\_\_

**Responsible Ministry (check all that apply):**

**Caring and Sharing**

- Benevolence Activities
- Family Ministry
- Fellowship Activities
- Men's Ministry
- Women's Ministry

**Education**

- Educational Expenses
- Youth Activities - Pre-Teen
- Youth Activities - Teen

**Facilities and Grounds**

- Facility Equipment & Supplies
- Facility Maintenance
- Utility Expenses

**Finance and Operations**

- Debt Service
- Future Projects Fund
- Insurance Expenses
- Miscellaneous Expenses
- Staff Salary & Expenses

**Outreach**

- Communication & Advertising
- Evangelism & Outreach
- Missions

**Worship and Assemblies**

- Worship Expenses

**Ministry Leader Approvals (each Ministry Leader involved must sign):**

\_\_\_\_\_

Items Purchased

Amount

From Budget Account

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Total Amount of Check Requested:** \_\_\_\_\_

\*\*\* This form is needed for every purchase or reimbursement made by Friendship Church of Christ.

\*\*\* Please staple supporting receipts and/or invoices to this document and submit to the Ministry Leader. The Ministry Leader will approve the request and submit it to the Finance and Operations Ministry for payment or reimbursement.

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**Office Use Only**

Check #: \_\_\_\_\_ Date: \_\_\_\_\_ Amount: \_\_\_\_\_