

# RENOVATUS CHURCH OF CHRIST

## Request for Payment or Reimbursement or Records

Date of Request  Amount \$  Payable to

Hand deliver  or Mailing Address:

**Budget Categories:** All expenditures *must* be connected to one of these categories

**Upward:**

- \$  Audio Visual
- \$  Communion Supplies
- \$  Worship Decor

**Outward:**

- \$  Advertising / Marketing
- \$  Benevolence
- \$  Easter Supplies
- \$  Halloween Party
- \$  Mexico Missions
- \$  Missions - Other

**Inward:**

- \$  All-Church Retreat
- \$  Children's Ministry
- \$  Community Meals
- \$  Home Community Curriculum
- \$  Leadership Care
- \$  Marriage Retreat
- \$  Thanksgiving
- \$  Travel Expenses
- \$  Women's Ministry
- \$  Youth Ministry

**Administrative:**

- \$  Computer Software
- \$  Office Supplies
- \$  Administrative Fees



**Check Number**

**Date Paid**

Memo:

Requested by (signature)

\* Approved by (signature of Ministry Leader) Required. See list below

**Budget Categories and Ministry Leaders:**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Administrative Fees: Don Krause</li> <li>• Advertising / Marketing: Kevin Woods</li> <li>• All-Church Retreat: Kevin Woods</li> <li>• AV Equipment: Cody Shufflebarger</li> <li>• Benevolence: Kevin Woods or Don Krause</li> <li>• Children's Ministry: Patty Kunkle</li> <li>• Communion Supplies: Jessica Shufflebarger</li> <li>• Community Meals: Jessica Shufflebarger</li> <li>• Computer Software: Cody Shufflebarger</li> <li>• Easter Supplies: Teresa Krause</li> <li>• Facilities Rental: Don Krause</li> <li>• Halloween Party: Brenda Woods</li> </ul> | <ul style="list-style-type: none"> <li>• Halloween Party: Brenda Woods</li> <li>• Home Community Curriculum: Kevin Woods</li> <li>• Leadership Care: Brenda Woods</li> <li>• Marriage Retreat: Kevin Woods</li> <li>• Mexico Missions: Roy or Patty Kunkle</li> <li>• Missions – Other: Kevin Woods</li> <li>• Office Supplies: Kevin Woods</li> <li>• Thanksgiving: Aaron Chapin</li> <li>• Women's Ministry: Brenda Woods</li> <li>• Worship Décor: Brenda Woods</li> <li>• Youth Ministry: Luke Simmons</li> </ul> |
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