

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:

- Administrative Fees: Don Krause
- Advertising / Marketing: Kevin Woods
- All-Church Retreat: Kevin Woods
- AV Equipment: Cody Shufflebarger
- Benevolence: Kevin Woods or Don Krause
- Children's Ministry: Patty Kunkle
- Communion Supplies: Jessica Shufflebarger
- Community Meals: Jessica Shufflebarger
- Computer Software: Cody Shufflebarger
- Easter Supplies: Teresa Krause
- Facilities Rental: Don Krause
- Halloween Party: Brenda Woods
- Halloween Party: Brenda Woods
- Home Community Curriculum: Kevin Woods
- Leadership Care: Brenda Woods
- Marriage Retreat: Kevin Woods
- Mexico Missions: Roy or Patty Kunkle
- Missions - Other: Kevin Woods
- Office Supplies: Kevin Woods
- Thanksgiving: Aaron Chapin
- Women's Ministry: Brenda Woods
- Worship Décor: Brenda Woods
- Youth Ministry: Kevin Woods