

# RENOVATUS CHURCH OF CHRIST

## Request for Payment or Reimbursement



Date of Request  Amount of Check \$  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 Supplies & Decor

**Inward:**

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

**Administrative:**

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

**Outward:**

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

Check Number	<input type="text"/>
Date Paid	<input type="text"/>

Memo:

Requested by (signature)

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

### Budget Categories and Ministry Leaders:

- Administrative Fees: Terri Frost
- Advertising / Marketing: Kevin Woods
- All-Church Retreat: Kevin Woods
- AV Equipment: Kevin Woods
- Benevolence: Kevin Woods or Terri Frost
- Children's & Youth Ministry: Brenda Woods
- Communion Supplies: Kent & Sharon McMahan
- Community Meals: Kent & Sharon McMahan
- Computer Software: Kevin Woods
- Facilities Rental: Terri Frost
- Home Community Curriculum: Kevin Woods
- Leadership Care: Brenda Woods
- Marriage Retreat: Kevin Woods
- Missions - Other: Kevin Woods
- Office Supplies: Kevin Woods
- Thanksgiving: Kevin Woods
- Women's Ministry: Brenda Woods or Wendy Yeakle
- Worship Décor: Brenda Woods