

**COVENANT COMMUNITY CHURCH  
REQUEST FOR DISBURSEMENT OF FUNDS**

Amount Requested \_\_\_\_\_ Date \_\_\_\_\_

Check Payable to \_\_\_\_\_

Explanation \_\_\_\_\_

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\_\_\_\_\_ Payment or \_\_\_\_\_ Reimbursement

Requested by \_\_\_\_\_

Approved by \_\_\_\_\_

*(Council Member or Pastor)*

Please attach receipts, invoice or bills

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Distribution of Charges *(To be completed by person approving request)*

<u>Item Purchased</u>	<u>Expense Category</u>	<u>Cost</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
Total Expenditures		_____

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Record of Payment <i>(To be completed by Treasurer)</i>	Date Paid	_____
	Check #	_____
	Initials	_____

**Expense Category****Responsible Council Member**

Equipment Maintenance	Denny Crutcher
Furnishing & Equipment	Denny Crutcher
Insurance	Denny Crutcher
Janitorial Service	Denny Crutcher
Janitorial Supplies	Denny Crutcher
Mortgage	Denny Crutcher
Property Maintenance	Denny Crutcher
Repair & Replacement Reserve	Denny Crutcher
Utilities	Denny Crutcher
Adult Ministries	Rita Roloson
Christian Formation	Bambi Oberer
Evangelism & Outreach	Paul Zaffiro
Pastors' Book Allowance	PRC
Small Groups	Bambi Oberer
Worship & Music	Pastor Tom
Worship Setting	Pastor Tom
Youth Activities	Bambi Oberer
Church Planting	Paul Zaffiro
Evangelical Covenant Church	
Great Lakes Conference	
Local Missions	Paul Zaffiro
Payroll Expenses	PRC
Medical Insurance	PRC
Minister of Family Life	PRC
Minister of Music	PRC
Pastors' Housing	PRC
Pastors' Salary	PRC
Pension	PRC
Secretarial Staff	PRC
Staff Expenses	PRC
Workers Comp	PRC
Youth/Childrens' Leader	PRC
Child Care	Bambi Oberer
Covenant Companion	
Denominational Meetings	PRC
Honoraria	Pastor Tom
Kitchen Expenses	Rita Roloson
Miscellaneous	Denny Crutcher
Office Expenses	Denny Crutcher
Postage	Denny Crutcher
Stewardship	Denny Crutcher
Telecommunications	Denny Crutcher