

[CHURCH NAME]

DISBURSEMENT FORM

(ATTACH SUPPORTING DOCUMENTS)

DATE OF REQUEST _____ REQUESTED BY (If other than Payable to): _____

AMOUNT TO BE DRAWN FROM ACCOUNT (check box and write any notes that apply)

*** If "AMOUNT" total is for more than one fund account attach itemized invoice ***

DESIGNATED/TEMP RESTRICTED:

- | | | |
|--|---|---|
| <input type="checkbox"/> 1st Sunday of the Month #42610 | <input type="checkbox"/> Travel #42700 | <input type="checkbox"/> To Individuals #42100 |
| <input type="checkbox"/> Contributions to other orgs. #42050 | <input type="checkbox"/> Missions #42800 | <input type="checkbox"/> Men's Breakfast #42210 |
| <input type="checkbox"/> Youth Activity #42190 | <input type="checkbox"/> Pastor Other #42500 | <input type="checkbox"/> Other Meals #42220 |
| | <input type="checkbox"/> Pension, Pastor #42510 | <input type="checkbox"/> AFLBS Scholarship #42150 |
| | <input type="checkbox"/> Bible #42160 | |

GENERAL-UNRESTRICTED:

- Catered #76050
- "de minimis" Gifts Given from Church to Individuals (e.g. mother's day flowers) #72000
- Guest Musicians #76030
- Guest Speaker #76020
- Sunday School Activities #73020
- Travel Reimbursements (approved worksheet attached)

Charitable Contributions to:

AFLC:

- Evangelism #71113
- Missionary Support #71112
- Miriam Infant Home #711122
- Tithe #71110
- Other Organizations #71500

ADMINISTRATIVE-UNRESTRICTED: BUS NOW BANK ACCOUNT #10100

- Advertising and Promotion #70112
- AFLC Admin Fees #75010
- Bank Service Charges #74000
- Dues and Subscriptions #70116
- Insurance #70030
- Professional Fees #75000
- Repairs and Maintenance #70010
- Small Tools and Equipment #70020
- Taxes-Property #68000

Church Supplies:

- Basic (batteries, candles, communion items) #70111
- Books & Teaching Materials #73010
- Bulletins #70113
- Postage and Delivery #70114
- Printing and Reproduction #70115

PAYABLE TO _____ AMOUNT: \$ _____

Notes _____

If applicable: Pre-Approved amount UP TO \$ _____

Council Signature/Date: _____

Check Completed By: _____ /Treasurer Date Paid _____ Check# _____