VOUCHER REQUEST FORM

Today's DATE:		Funds Needed by (Date):			
Ministry/Dept Expense	Check Payable To:	INVOICE #	Amount	Purpose	
			\$	TOTAL:	
REQUIRED SIGNATURES					
Approved By: Date:					
Signature of Ministry Head					
FOR BUSINESS OFFICE/FINANCE/SENIOR PASTOR					
APPROVED BY:		DISAPPROVED SIGNATURE		<u>DATE</u>	