

Administration Reimbursement Request

Name: _____ Date: _____
Address: _____
Purpose: _____ Amount: _____
(attach receipts)

	6010 - Sr Minister Discretionary
	6015 - Sr Minister Prof Expense
	6016 - Sr Minister Continuing Ed
	6020 - Assoc Minister Discretionary
	6021 - Assoc Minister Prof Expense
	6022 - Assoc Minister Continuing Ed

	6018 - Dir of Music Continuing Ed
	6019 - Dir of Music Prof Expense
	6024 - Assoc Minister (1/2) Discretionary
	6025 - Assoc Minister (1/2) Prof Expense
	6026 - Assoc Minister (1/2) Continuing Ed

Approved by: (Sr Minister or Treasurer/Moderator if for Sr Minister reimbursement)

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EXHIBIT G
General Administration Reimbursement Request

Name: _____ Date: _____

Address: _____

Purpose: _____ Amount: _____

Attach receipts to back

	6035 - Member Assistance
	6040 - Employee Gifts
	6045.1 - Office Copies
	6045.3 - Office Supplies - Other
	6050 - Postage

	6055 - Office Equipment Purchase
	6065 - Staff Professional Development
	6085 - Website Design/Hosting & Email
	6090 - Advertising
	6091 - Leadership Council

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