

# Midland Nazarene Church Expense Voucher

(If you do not submit your receipts within **30 days** of purchase, the church will **not** reimburse you.)

Date: \_\_\_\_\_

Check One:

\_\_\_\_\_ Assimilation

\_\_\_\_\_ Facilities

\_\_\_\_\_ Discipleship

\_\_\_\_\_ Fellowship

Purpose of expenditure: \_\_\_\_\_

\_\_\_\_\_ *Children*

\_\_\_\_\_ InReach

\_\_\_\_\_

\_\_\_\_\_ *Women*

\_\_\_\_\_ Missions

\_\_\_\_\_

\_\_\_\_\_ *Prime Time*

\_\_\_\_\_ Office

\_\_\_\_\_

\_\_\_\_\_ *Youth*

\_\_\_\_\_ Outreach

\_\_\_\_\_ *MOPS*

\_\_\_\_\_ Worship/Media

\_\_\_\_\_ Other (specify) \_\_\_\_\_

**Itemized Expenditures (INCLUDE receipts)**

Date	Place of Expenditure	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Total:** \_\_\_\_\_

I certify that these expenditures were spent entirely for the purposes of carrying on the ministries of Midland Nazarene Church. All expenditures must be preapproved by a team prior to purchase, or be signed for approval before passing this document on to the treasurer for reimbursement.

Check one: \_\_\_\_\_ Reimbursement    \_\_\_\_\_ Charged

Signature \_\_\_\_\_

**Make Check out to:** \_\_\_\_\_

Approval Signature \_\_\_\_\_

Team Pre-approving \_\_\_\_\_