## The Plymouth Church in Framingham

an open and affirming congregation of the United Church of Christ



	Check Request Form
Check payable to:	
Check Amount:	\$
Reason for Check:	
Special Instructions:	
(if not to be mailed)	
Account (see book)	
Account (see back):	
Date of Request:	
Submitted By:	
Comm. Chair Approval:	
Treasurer Approval:	
Other Comments:	

Please attach bills/receipts to this request form and deliver it to the Church Office. Please note: All requests must be approved by either a staff person or committee chair.

Please reach out to Treasurer, Kathy Copson, or Office Manager, Nancy McAllister, with any questions or if you do not see an appropriate account listed below. Thank you!

## **COUNCIL & COMMITTEES** 65210 - Church Council Expenses

- 65390 Deacons Worship Supplies
- 65310 Deacons Guest Preachers
- 65350 Deacons Senior Choir Music Expenses
- 65410 Deacons Youth Choir Expenses
- 65380 Deacons Substitute Organist/Pianist
- 65430 Deacons Substitute Youth Choir Director
- 65710 Family Committee Children's Ministries
- 65720 Family Committee Youth Ministries
- 65110 Care Committee Expenses
- 65620 Stewardship Expenses
- 65500 Social Action Expenses (misc)
- 21131 Social Action Receipts (Income) (inc. Clothing Drive)
- 21132 Social Action Grants & Expenses
- 21134 Social Action Special Projects

## Property Management

- 60100 General Expense Major Maintenance
- 60200 General Expense Minor Maintenance

## **OTHER**

- 21350 Women's Fellowship
- 21140 Deacon's Discretionary Fund
- 21250 Other Charities
- 60300 General Expense Custodial Supplies
- 60580 General Expense Office Supplies
- 60585 General Expense Parish Hall (Kitchen) Supplies