

CHECK REQUEST

Today's Date: _____

Requested By: _____

Date Due: _____ Commission Chair's Approval: _____

Please pay to: _____

☐ Please mail check to address below ☐ **DO NOT MAIL** Please place check _____

Address: _____

For: _____

(Description of activity, purchase, invoice, etc.)

Account/Conduit/Line Item # _____ \$ _____

Special Note: _____

Staple receipts to this form and turn into the church office by 9 am the Monday before you need payment.

Checks are mailed on Wednesday.

Incomplete paperwork cannot be processed

Revision (a) 6/21/2018

CONDUIT #
2601 N - Pre-Elementary Offerings
2602 Elementary Offerings
2603 N - Jr High Offerings
2604 Discovery Class Offerings
2605 Diener Mem. Water Project
2606 Youth NYC Fund
2608 N - Post High
2609 CROP
2611 New Community Project
2613 Heifer Proj Internl
2615 N - Youth Work Camp
2616 Refugee Family
2617 Health Kits
2618 Disaster Response Team
2619 Nigerian Crisis Fund
2623 Food Bank
2624 Peace Group Activities
2625 Quilt Fund
2626 Vacation Bible School
2631 Fifty-Plus Fund
2632 Refugee Signs
2633 Disaster Buckets
2634 Children's Disaster Ministry
2636 Equal Exchange
2637 Immigration Support
2640 Samara
2641 Memorial Fund/Garden
2644 Softball Fundraiser
2648 Camp Swatara
2650 N - Jr High Conference
2651 Brethren Housing Assoc
2654 On Earth Peace
2655 Organ Update
2656 Global Crisis Fund
2658 Run for Peace
2661.1 Bldg Investment Expenses
2665 Sanctuary Tech, etc
2667 School Kits
2670 N - Brethren Buddies Fundraise
2675 Disaster America
2678 Ziegler Memorial Fund
2683 Deacon Administrative Exp
2689 Belinda K Good Memorial Fund

2690 Deacons Benevolence
2693 S.E.R.R.V.
2694 Alternative Gift Fair
2695 Yoga Class
2699 Library Fund
7120 CWS (Lancaster)
7290 Special Outreach

LONG TERM FUND #
9150 M O'Donnell Music Ministry
9230 Outreach & Ministry

BUDGET LINE ITEM #
Pastoral Ministry:
5107 Auto - Pastors
5108 Professional Growth - Pastors
5111 Sabbath Rest
5112 Professional Expense
Administration:
5201 Office Supplies
5202 Telephone/internet/Cell Phone
5203 Postage
5460 Conference Delegate Expense
5462 Staff Enrichment
5463 Retreats/Pastor Appreciation
5465 Recruitment
Christian Education:
6620 Sunday School Curric & Resourc
6630 Vacation Bible School
6640 Teacher Recognition
6650 Teacher Training
Expressions:
5501 Pulpit Substitutes
5502 Organist Substitutes
5510 Worship Environments
5511 Worship & Funeral Bulletins
5520 Music & Special Materials
5530 Fellowship Comm Activities
5550 Children's Choir Activities
5560 Bell Choir Activities
5570 Chncel Choir Activities
5580 Youth Choir Activities

5591 Professional Growth
5592 Aids to Worship
5594 Ushers' Breakfast
5595 Copyright License
5601 Drama
Nurture:
6125 Congretional Wellness Team
6130 Camp Swatara (Good as Gold)
6135 Youth Work Camp
6140 Lenten Worship
6141 Church Picnic/Gatherings
6150 Golden Age Dinner
6160 Post High Group
6170 Senior High Youth Group
6180 Natl Youth Conf
6185 Natl Jr Hi Conf
6190 Jr High Youth Group
6201 Faith Markers
6202 Graduate Sunday
6220 Parish Resource Center
6225 Samaritan Counseling Ctr.
6245 Child Protection Policy
6260 Library Materials
6280 Supper Club
6282 GH Decorating
6283 Fantasy Football
6310 MAP: Foster Relationships
6320 Softball Team
6329 Womens Retreat
6330 Brethren Buddies
6335 Congregational Spiritual Grwth
6340 Camp Swatara Events
6345 Fifty Plus Group
Resources:
8110 Envelopes
8120 Insurance
8130 Equipment/Improvements
8150 Maintenance/Repairs
8151 Kitchen Supplies
8154 Landscaping
8155 Rider Cemetery
8160 Service Contracts
8180 Electricity

8190 Fuel
8200 Water/Sewer Rental
8210 Fire Co/Ambulanc donation
8315 Capital Improvements
8320 Stewardship Education

Witness
7130 Bethany Theological Seminary
7140 Camp Swatara
7150 District Budget
7155 Susquehanna Valley Ministry Ce
7160 Elizabethtown College
7170 Mission&MinistryBd (inc. ABC)
7180 United Churches
7182 New Community Project
7185 Etown Child Care
7186 Community Nursery School
7190 Disaster Relief
7195 Samara
7200 Brethren Village
7210 Refugee Program
7220 Lanc Co Council of Churches
7230 COBYS
7235 Messenger
7240 Global Food Crisis
7270 On Earth Peace
7320 Evangelistic/Hospitality
7321 Communications Committee
7335 Brethren Village Key Lady
7340 Brethren Housing Assoc
7372 Quilting Group
7375 ECHOS
7398 Nigerian Crisis Fund
7399 Run for Peace

Deacon Board:
8501 Communion & Love Feast
8502 Local Benevolences
8503 Audio Ministry, etc
8504 Funeral Expense/Meal

Map Teams:
8701 Spiritual Growth
8702 LEAP
8703 Worship Attendance