

Expense Voucher
Ames United Church of Christ

Date: _____

Person submitting the expense:

Print: _____

Signature: _____

Describe the purchase or expense:

Payment type:

Church credit card, vendor providing the product or service: _____

Date of purchase: _____

Church accounts payable check, payable to: _____

Address: _____

Personal payment, reimbursement is due to: _____

Address: _____

Personal payment, I would like to make this a gift-in-kind contribution to Ames UCC.

Account number and name (see reverse): _____

Total cost: _____

Please attach your receipt or proof of expense

Entered in Church Windows: _____

Reviewed by Treasurer: _____

BUILDING RELATIONSHIPS

Hospitality..... 510.080
Member Recruitment..... 510.090
Online Presence 573.070

CHRISTIAN EDUCATION

Children & Families Curriculum 531.110
Godly Play 531.120
Nurse Supplies..... 531.150
Youth Curriculum 531.180
Background Checks 531.240
Nursery Pay (casual labor)..... 534.110

EXECUTIVE BOARD

Central Association Dues..... 572.020
Conference Delegate Fees..... 572.030
Executive Board Discretionary..... 573.010
Office Supplies 521.110
Trash Removal Services..... 522.210
Safety Equipment/Training..... 522.500
Postage 573.330
Betsy’s Professional Expenses 571.410
Hannah’s Professional Expenses... 571.411

FINANCIAL STEWARDSHIP

Stewardship Campaign Supplies... 550.020

PROPERTY

Building System Inspections 522.200
Maint. & Cleaning Supplies..... 522.220
Maintenance and Repairs..... 522.240
Lawn Care & Snow Removal..... 525.310

SoJO-GIVING BEYOND OUR BUILDING

OCWM (State, National, World) ... 582.010
SoJO Discretionary Outreach..... 582.030
AMOS Expenses 582.050

WORSHIP AND MUSIC

Worship Supplies..... 540.020
Pulpit Supply 540.030
Music Purchases..... 541.110
Music Copyright License 541.125
Instrument Tuning..... 541.130
Soloists..... 541.140
Keyboardist Substitutes..... 542.410
Choir Director Substitutes 542.210

NON-OPERATING FUNDS

WAC Fund 524.040
Memorial Gifts (general) 591.070
Look up account # for designated memorials
Bridge Home 592.035
AMOS special donations 592.045
Bread for the World (hunger) 592.050
LGBTQIA+ (Pride/Trans)..... 592.055
Refugee/Immigration 592.060
Church Meal 592.125
Funeral Fund 592.130
Flower Fund 592.140
Attic to Basement Sale 592.155
TIR..... 592.160
Pass-through Expense 592.171
Youth/Confirmation 592.180
Bath Family Interest 592.410
Good Neighbor..... 592.515
Food Shelf/MICA 592.650
Pastoral Discretionary Fund..... 592.690

5 FOR 5 SPECIAL OFFERINGS

Funding Future Leaders (IA)..... 511.055
Our Church’s Wider Mission 592.025
Christmas Fund 592.610
Neighbors in Need..... 592.620
One Great Hour of Sharing 592.630
Strengthen the Church 592.640