

**Expense Voucher**  
**Ames United Church of Christ**

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

**Person submitting expense**

**Print:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Payment due to** \_\_\_\_\_

**Description of expense**

\_\_\_\_\_  
\_\_\_\_\_

**Account number and name (see reverse)** \_\_\_\_\_

**Total cost** \_\_\_\_\_

**Please attach receipt or copy of receipt.**

\_\_\_\_\_ **I would like to make this a contribution to Ames United Church of Christ.**

## Expense Account Numbers and Names

### Office

521.110 Office Supplies  
521.210 Blank Paper  
521.230 Printing Services  
521.420 Computer Supplies  
573.330 Postage

### Minister

571.310 Minister Mileage/Reimbursement  
571.410 Workshops/Continuing Education  
592.690 Pastoral Discretion Fund Expense

### Property

522.210 Trash Removal/Other Services  
522.220 Supplies  
522.240 Repairs & Purchases  
592.175 Custodial Fee Payments

### Member Services

510.080 Hospitality  
560.010 Caring Network Expense

### Christian Education

531.110 Children & Families Curriculum  
531.120 Godly Play  
531.180 Youth Curriculum  
531.230 Library

### Worship and Music

540.020 Worship Supplies  
540.030 Pulpit Supply  
541.110 Music Purchases  
541.130 Instrument Tuning  
541.140 Soloists  
541.150 General Music Supplies  
541.160 Music Staff Development

### Invitation & Welcome

510.090 Member Recruitment  
573.070 Website Development & Hosting

### Social Justice and Outreach

582.030 SoJO Discretionary Outreach

## Executive Board

572.030 Executive Board Discretionary Fund

## Association/Conference

572.030 Conference Delegate Fee

## Non-Operating Accounts

591.020 150<sup>th</sup> Campaign Fund Expense  
591.170 Memorial Gift Fund Expense  
591.190 Kitchen/Parlor Fund Expense  
591.210 Building Escrow Fund Expense  
591.230 Instrument Maintenance Fund  
  
592.125 Soup Supper Fund Expense  
592.130 Funeral Fund Expense  
592.140 Flower Fund Expense  
592.160 Theologian in Residence Expense  
592.171 Pass Through Expense  
592.320 Allan Fund Interest Expense  
592.410 Bath Fund Interest Expense  
592.430 Sunday School Fund Expense  
592.450 Learning Center Fund Expense