

Avon Mennonite Church Cheque Request Form

Please print clearly and attach all receipts/invoices to this form.

Cheque Payable To: _____

Date: _____

(Add complete address in box below if being mailed.)

Cheque Requested by: _____

Expense Approved by: _____

Approval signature: _____

Budget Line (choose from list on back)	Description of Expenditure	Total Cost (Including HST)	HST

Cheque Total: _____

Office Use Only

Amt.				Fund/Class	___ Operating	___ Refugee Fund	___ Capital
GST		PST			___ Celebrate Recovery	___ Sharing Fund	___ Youth Fund

1. Request to be approved by Commission Chair.
2. Budget line needs to be selected from list on back of this form.

Account Number and Description

51000 · **Missions & Service**

- 51010 · Local / Regional Missions
- 51012 · Parents & Tots
- 51013 · Stratford Community Meals
- 51014 · Local Missions
- 51010 · Local / Regional Missions - Other
- 51050 · International Missions
- 51051 · Missionaries

52000 · **Nurture Commission**

- 52020 · Christian Education
- 52021 · Curriculum / Resources / Supplies
- 52021A · Grades K - 8
- 52021 · Curriculum / Resources / Supplies
- 52022 · Church Periodicals
- 52020 · Christian Education - Other
- 52030 · Library
- 52040 · Fellowship Programs
- 52041 · Men's Fellowship
- 52040 · Fellowship Programs - Other

53000 · **Spiritual Leadership Team (SLT)**

- 53010 · Care Group / SLT Resourcing
- 53030 · Sharing Fund Disbursements
- 53040 · Celebrate Recovery Expenses

54000 · **Worship Commission**

- 54010 · Guest Speakers
- 54030 · Worship Resources & Supplies
- 54050 · Visual Worship Enhancement
- 54060 · Worship Commission Expenses
- 54000 · Worship Commission – Other

55000 · **Youth & Young Adult Commission**

- 55030 · Ministry Centers
- 55031 · Junior Youth Program
- 55033 · Senior Youth Programs
- 55034 · Senior Youth Fund Disbursements
- 55035 · Young Adult Program

56000 · **Finance & Admin Commission**

- 56020 · Property Committee
- 56021 · Maintenance & Janitorial
- 56022 · Avon Portion of Shared Expenses
- 56023 · Tech Services & Sound System
- 56025 · Flowerbed Committee
- 56030 · Food & Fellowship

57000 · **Administrative Leadership Team (ALT)**

- 57030 · Prof. Development - Pastors
- 57035 · Hospitality
- 57050 · Travel Expense
- 57060 · Office / Telephone / Internet
- 57070 · Advertising
- 57080 · Conference Delegates
- 57090 · Seminars & Resources
- 57000 · Leadership Team - Other