## **Memorial United Methodist Church Memorial United Methodist Church** Date: \_\_\_\_/\_\_\_/\_\_\_\_ Check Authorization Date: \_\_\_\_/\_\_\_\_ Check Authorization Vendor/Payee: \_\_\_\_\_ Vendor/Payee: \_\_\_\_\_ **Budget Code** Amount Description Description **Budget Code** Amount \$ \$ Total Amount Total Amount Requested By: \_\_\_\_\_ Requested By: Submitted / / Received: / / Submitted / / Received: / / APPROVALS APPROVALS Finance Admin: \_\_\_\_\_/\_\_/\_\_\_ Finance Admin: \_\_\_\_\_/\_\_\_/ Signer 2: \_\_\_\_ Signer 2: Signer 1: Signer 1: Check #: \_\_\_\_\_/ \_\_\_\_/\_\_\_\_\_ **Memorial United Methodist Church Memorial United Methodist Church** Check Authorization Date: / / Date: / / Check Authorization Vendor/Payee: \_\_\_\_\_ Vendor/Payee: \_\_\_\_ Description **Budget Code** Amount Description **Budget Code** Amount \$ \$ \$ Total Amount Total Amount Requested By: Requested By: Submitted / / Received: / / Submitted / / Received: / / APPROVALS APPROVALS Finance Admin: \_\_\_\_\_/\_\_\_/ Finance Admin: \_\_\_\_\_/\_\_\_/ Signer 2: Signer 1: Signer 1: Signer 2: Check #: \_\_\_\_\_ | Issue Date: \_\_\_\_ /\_\_\_\_ /\_\_\_\_ Check #: \_\_\_\_\_ | Issue Date: \_\_\_\_ / \_\_\_\_ /