

**DISCIPLESHIP TEAM  
AUTHORIZATION VOUCHER**

For Reimbursement or Payment of Church-Related Expenses

**Attach corresponding Receipt(s) / Invoices behind this voucher**

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

**EXPENSE PAYMENT INFORMATION:**

**Amount of Check / Charge:** \$ \_\_\_\_\_

**Account Number to be charged:** \_\_\_\_\_

(See approved accounts on back)

**For Personal Reimbursement:** (You paid for it)

Make Check Payable to: \_\_\_\_\_

Send Check to me    OR     Leave in my GBC Mailbox

**IF Charged to Church:**

Pay from Invoice

**Charged to Church - But NOT a Charge Card :**

(This would include Martin Brothers, Weber's, Sam's Club, Postal Plus, Etc)

**Charged to Church Credit Card Account:**

**Type of Card :**  VISA    Hy-Vee    Kwik Trip    Menard's

Office Depot    Other \_\_\_\_\_

**DESCRIPTION OF EXPENSE:**    **(PLEASE BE LEGIBLE)**

**AUTHORIZING SIGNATURES:**

Purchased By: \_\_\_\_\_

Commission  
Chairman: \_\_\_\_\_

**ADULT DISCIPLESHIP ACCOUNTS**

95710 · SMALL GROUPS  
95720 · ADULT DISCIPLESHIP  
95760 · MEN'S MINISTRY  
95780 · WOMENS MINISTRY  
96470 · RESOURCE CENTER