Greater Community Church of God in Christ
406 Roswell Street
Marietta, GA 30064
770.590.8510 / 770.590.7354 (fax)

Check Request / Reimbursement

Date: _____

Ministry: _____ *Requested By:* _____

Payable to: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Purpose: _____

Amount Due: _____ Payment: _____ Balance: _____

ITEM NAME	DESCRIPTION	AMOUNT
	TOTAL	

Receipt(s) Attached: ☐ **Yes** ☐ **No**

☐ **Mail** ☐ **Hold For Pick Up** ☐ **Hand Delivered** ☐ **EFT** ☐ **Online Payment**

Signature of Requestor: _____

For Office Use Only

_____ *Check/EFT Amount*

_____ *Check Requestor*

_____ *Approval*

_____ Check/EFT Number

_____ Check Date

Updated 2024