

# Plano Bible Chapel Check Request Form

Please attach a copy of each receipt.

Payee \_\_\_\_\_ Date \_\_\_\_\_

Account #	Event	Vendor	Item	Amount

**Payee's Address:**

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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

**Ministry Leader's Signature** \_\_\_\_\_

**70000  
General Ministries**

- 70000 Benevolence
- 70575 Food Pantry
- 70590 Funeral Food Fund
- 70025 Flowers/Grief Care
- 70050 Small Groups
- 70100 Communion Supplies
- 70150 Elder's Contingency
- 70200 Fellowship Activities
- 70220 Visitor Followup
- 70350 Worship Honorarium
- 70410 Teaching Resources
- 70450 Worship Exp

**71000  
Children's Ministries**

- 71100 Kids Choirs
- 71110 Nursery Operations
- 71115 Nursery Workers Exp
- 71150 Children's Ministry
- CM100 Curriculum
- CM200 Snacks/Supplies
- CM300 Leaders/Teachers
- CM400 Special Events
- CM500 Teacher Appreciation
- CM600 Equipment
- 71300 AWANA Ministry
- 71400 Vacation Bible School
- VBS100 Curriculum
- VBS200 Snacks/Supplies
- VBS300 Decorations
- VBS400 Special Events
- VBS500 Teacher Appreciation

**72000  
Youth Ministries**

- Junior High**
- JH100 Curriculum
  - JH200 Snacks/Supplies
  - JH300 Leaders/Volunteers
  - JH400 Special Events
  - JH500 Missions/Outreach
  - JH600 Camps/Retreats
  - JH700 Equipment

**Senior High**

- SH100 Curriculum
- SH200 Snacks/Supplies
- SH300 Leaders/Volunteers
- SH400 Special Events
- SH500 Missions/Outreach
- SH600 Camps/Retreats
- SH700 Equipment

**College/Career**

- CC100 Curriculum
- CC200 Snacks/Supplies
- CC300 Leaders/Volunteers
- CC400 Special Events
- CC500 Missions/Outreach
- CC600 Camps/Retreats
- CC700 Equipment

**72500  
Adult Ministries**

- 72500 Adult Ministry, Other
- 72505 Adult LC Classes
- 72510 JOY Ministry
- 72525 Men's Ministry
- 72575 Women's Ministry
- WM100 Curriculum
- WM200 Snacks/Supplies
- WM300 Leaders/Volunteers
- WM400 Special Events
- WM500 Event Nursery

**73000-74000  
Mission/Outreach**

- Missions**
- 74050 Missions Contingency
  - 74200 Missions Team
  - MT100 ST Trips
  - 60000 Mission Designations

**74500 Local Outreach**

- 74510 Community Events
- 74570 Advertising
- 74590 ESL

**75000  
Operation/Maintenance**

- 75050 Bldg Insurance
- 75100 Bldg Maintenance
- 75150 Bldg Supplies
- 75180 Computer Repair/Maint
- 75183 Computer Phones
- 75185 Comptr Web/Design/Maint
- 75187 Computer ISP
- 75190 Computer Software
- 75200 Electricity
- 75250 Furniture/Appliance
- 75300 Grounds Maint
- 75330 Facilities Refurb
- 75350 Janitor Service
- 75450 Office Exp/Computer Supply
- 75500 Postage
- 75525 Printing
- 75630 Screening Service
- 75650 Utilities
- 75700 Vehicles Maint/Rental
- 75750 Vehicle Insurance
- 75725 Fuel Expenses
- 75900 Misc Exp
- 75910 Savings

