Church of the Redeemer Baptist

Special Events/Minisrty Expense Report

Name of Event: _____ Date of Event: _____

Prepared By: _____ Date Prepared: _____

Expenses (One Item per Line…Use Additional Sheet, if Necessary)

Date of Expense	Place of Purchase	Description of Expense	Reason for Expense	Amount
			Total Amount of Expenses	
			Less: Amount Received from Church, if any	
			Amount Returned to the Church	
			Amount Due from the Church	