



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 / Department: _____

Payable to: _____

C/O: _____

Address: _____

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

Purpose: Invoice #: _____ Invoice Date: _____ Due: _____

Amount Due: _____ Payment: _____ Balance: _____

Receipt Attached: Yes No

Mail Hold For Pick Up Hand Delivered EFT Online Payment

Check/EFT Amount

Check Requestor

Approval

For Office Use Only

Approved Budget Amt: \$ _____ Amt Used: \$ _____ Amt Available: \$ _____

Account Transfer Amount \$ _____ From Acct. # _____ - to - _____

Transfer Complete Date _____ Confirmation # _____

Check/EFT Number

Check Date