

**St. Peter's United Church of Christ  
Voucher for Checks 2018-2019**

Prepared by: \_\_\_\_\_ Date Prepared: \_\_\_\_\_ Date Needed: \_\_\_\_\_

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

Address: \_\_\_\_\_

Purpose of Payment: \_\_\_\_\_

Amount of Payment: \_\_\_\_\_ Please attach Receipt or Invoice

Account Number : \_\_\_\_\_ (See account numbers below)

Authorized by: \_\_\_\_\_ Date Authorized: \_\_\_\_\_

Note: \* Vouchers can be filled out by anyone.  
\* Vouchers submitted must be authorized by the appropriate Team Leader, Executive Officer, or Pastor of the Church.  
\* A voucher cannot be authorized by the person receiving the check.

**GENERAL FUND**

<b>Personnel</b>	<b>Utilities</b>	<b>Worship Expenses</b>	<b>Building &amp; Maintenance</b>
8113 Pastor Auto Reimburse	3310 Natural Gas	8320 Bulletins	3110 Electric
8115 Pastor Continuing Educ	3320 Electricity	8330 Communion Supplies	3120 HVAC
8116 Professional Expenses	3330 Water/Sewer		3130 Plumbing
8123 Assoc Pastor Auto Reimburse	3340 Trash Pick Up		3140 Small Appliances
8125 Assoc Pastor Continuing Educ		<b>Technology</b>	3150 Maintenance Supplies
8143 Continuing Education, Staff		4010 Copier Lease	3190 Misc Maintenance Supplies
8146 Guest Preachers		4020 Technology Support	3160 Grounds Maintenance
<b>Administrative Expenses</b>	<b>Maintenance Contracts</b>	4030 Software	
<b>Office Expenses</b>	3410 Lawn Care	4040 Hardware	<b>Janitorial Supplies</b>
8210 Postage	3420 Snow Removal	4070 Technology, Misc	3210 Janitorial Supplies
8220 Office Supplies	3430 Mulch/Landscaping	4050 Telephone	3220 Paper Products
8230 Administrative, Misc	3440 Fire Extinguishers	4060 Cable	3230 Miscellaneous
8510 Liability Insurance	3450 HVAC Prev Maint		

**GENERAL FUND - TEAM ES**

<b>Education</b>	<b>Hospitality</b>	<b>Music</b>	<b>Generosity</b>
<b>Education Hour</b>	4110 Paper Goods	6510 Guest Organist/Musicians	7410 Generosity, Misc
5110 Children's Curriculum	4120 Activities	6520 Music	
5120 Adult Curriculum	4130 Fellowship Meals	6530 Supplies	<b>Admin/Exec</b>
	4140 Sports Team Fee	6540 Training	8540 Leadership Retreat
5130 Supplies	4150 Snacks and Supplies	6550 Robe Repair	8570 Miscellaneous
5140 Ed Hour Misc	4195 Hospitality, Misc	6560 Maintenance	
	4160 Flowers	6570 Miscellaneous	
<b>Youth Ministry</b>	4170 Cards and Postage	<b>Spiritual Life</b>	
5210 Youth Activities	4190 College Care	6110 Women's Retreats	
5220 Confirmation		6120 Men's Retreats	
5230 Vacation Bible School	<b>Missions</b>	6130 Mixed Retreats	
5240 Children's Worship	5511 Family Promise	6210 Altar Flowers	
5250 Youth Misc	5512 Crisis Intervention	6420 Spiritual Life, Misc	
	5515 Missions, Misc	6310 Special Programs	
<b>Adult Education</b>	5513 Border Missions		
5310 Women's Study Curriculum	5514 Native Habitat		
5320 Adult Study Curriculum			
5330 Adult Education Misc			

<b>Governance Council</b>	<b>Missions</b>	<b>Technology Team</b>
1-80100 Building Fund	1-81210 Family Promise	1-81550 Technology Grant Fund
1-80113 Seminary Scholarship Fund	1-81512 Neighbors in Need	
1-80114 Energy Efficiency Fund	1-81514 Christmas Fund	<b>Education Team</b>
1-80115 Major Maintenance	1-81515 One Great Hour of Sharing	1-81537 Youth Ministry Grant Initiative
1-80960 Land Improvement	1-81517 Missions	
1-80980 Accessibility Fund	1-81518 Rural Health	
1-81538 Education Salary Fund	1-81519 Uspiritus/Crossroad	
1-81595 Donor Directed Bldg Fund	1-81523 Washington UCC	
	1-81531 Temporary Collection	
<b>Pastors</b>	1-81560 Pack Away Hunger	
1-80700 Pastor's Discretionary	1-81569 Exodus Refugee Resettlement Fund	
1-80710 Centralized Scholarships	1-81650 Missions Reserve	