

Request For Payment Form

St. Mary's Episcopal Church
Tower and Ely, MN

Date: _____

Payable to: _____

For: (Items Ordered, Description, Qty., Cost Each, etc.)

Total Amount \$ _____

Budget Category (e.g. Office, Repairs, etc.)

Designated Funds to be used? Yes No
 If yes, state: (e.g. Flowers, Memorial, etc.)

Request by: _____

For treasurers use:

Accounts	Description	Amount
#		
#		
#		
#		

Approved by: